



AGENDA
CITY COUNCIL REGULAR MEETING
JOINT MEETING
CITY COUNCIL & PLANNING AND ZONING (P&Z) COMMISSION –
COMPREHENSIVE PLAN WORKSHOP

FEBRUARY 4, 2025 @ 5:00 PM

Notice is hereby given that the City Council & Planning and Zoning (P&Z) Commission for the City of Parker will meet on Tuesday, February 4, 2025 at 5:00 PM at the Parker City Hall, 5700 E. Parker Road, Parker, Texas, 75002. The City Council meeting will be open to the public and live streamed.

Pursuant to Texas Government Code § 551.127, notice is given that it is the intent of the City Council that a quorum of the Council will be physically present for the above-referenced meeting at Parker City Hall, 5700 E. Parker Road, Parker, Texas. Some council members or City employees may participate in this meeting remotely by means of video conference call in compliance with state law.

CALL TO ORDER – Roll Call and Determination of a Quorum

WORKSHOP (5:00 – 6:30 PM)

1. [COMPREHENSIVE PLAN](#)

ADJOURN

AGENDA
CITY COUNCIL REGULAR MEETING
FEBRUARY 4, 2025 @ 6:30 PM

Notice is hereby given that the City Council for the City of Parker will meet on Tuesday, February 4, 2025 at 6:30 PM at the Parker City Hall, 5700 E. Parker Road, Parker, Texas, 75002. The City Council meeting will be open to the public and live streamed.

Pursuant to Texas Government Code § 551.127, notice is given that it is the intent of the City Council that a quorum of the Council will be physically present for the above-referenced meeting at Parker City Hall, 5700 E. Parker Road, Parker, Texas. Some council members or City employees may participate in this meeting remotely by means of video conference call in compliance with state law.

CALL TO ORDER – Roll Call and Determination of a Quorum

EXECUTIVE SESSION (6:30 – 7:00 PM) – Pursuant to the provision of Chapter 551, Texas Government Code 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 evaluation and appointment of candidates for the vacancy created by the pending resignation of one member of city council.

RECONVENE REGULAR MEETING.

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

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.

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.

ITEMS OF COMMUNITY INTEREST

2. NOISE COMMITTEE - FEBRUARY 5, 2025, 2 PM

PARKS AND RECREATION COMMISSION (P&R) – WEDNESDAY, FEBRUARY 12, 2025, 5 PM

CITY FILING DEADLINE- FRIDAY, FEBRUARY 14, 2025, 5:00 PM

THURSDAY, APRIL 3, 2025 - LAST DAY TO REGISTER TO VOTE FOR THE MAY 3, 2025, GENERAL ELECTION

REMINDER – MAY 3, 2025 – GENERAL ELECTION (EV AND ED INFO)

Sunday (Domingo)	Monday (Lunes)	Tuesday (Martes)	Wednesday (Miércoles)	Thursday (Jueves)	Friday (Viernes)	Saturday (Sábado)
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April 20 No Voting (20 de abril) (Sin votar)	April 21 No Voting (21 de abril) (Sin votar)	April 22 Early Voting (22 de abril) (Votación adelantada)	April 23 Early Voting (23 de abril) (Votación adelantada)	April 24 Early Voting (24 de abril) (Votación adelantada)	April 25 Early Voting (25 de abril) (Votación adelantada)	April 26 Early Voting (26 de abril) (Votación adelantada)
8 am – 5 pm		8 am – 5 pm				

April 27 No Voting (27 de abril) (Sin votar)	April 28 Early Voting (28 de abril) (Votación adelantada)	April 29 Early Voting (29 de abril) (Votación adelantada)	April 30 (30 de abril)	May 1 (1 de mayo)	May 2 (2 de mayo)	May 3 Election Day (3 de mayo) (Día de elección)
	7am - 7pm	7am - 7pm				7am – 7pm

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.

- [3. APPROVAL OF MEETING MINUTES FOR JANUARY 21, 2025. \[REGULAR MEETING\]](#)
- [4. APPROVAL OF MEETING MINUTES FOR JANUARY 23, 2025. \[SPECIAL JOINT CC/P&Z COMP PLAN MEETING\]](#)

INDIVIDUAL CONSIDERATION ITEMS

- [5. CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON ORDINANCE NO. 889 CALLING FOR AN ELECTION TO BE HELD ON SATURDAY, MAY 3, 2025 TO ELECT THREE \(3\) CITY COUNCIL MEMBERS AT-LARGE; PROVIDING FOR EARLY VOTING; AUTHORIZING THE MAYOR TO EXECUTE A JOINT GENERAL AND SPECIAL ELECTION SERVICES CONTRACT FOR ELECTION SERVICES WITH COLLIN COUNTY; PROVIDING FOR THE ORDER AND NOTICE OF THE ELECTION; FINDING AND DETERMINING THAT THE MEETING AT WHICH THIS ORDINANCE IS PASSED WAS NOTICED AND IS OPEN TO THE PUBLIC AS REQUIRED BY LAW.](#)
- [6. CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON RESOLUTION NO. 2025-829 AUTHORIZING CONTINUED PARTICIPATION WITH THE STEERING COMMITTEE OF CITIES SERVED BY ONCOR; AND AUTHORIZING THE PAYMENT OF ELEVEN CENTS PER CAPITA TO THE STEERING COMMITTEE TO FUND REGULATORY AND LEGAL PROCEEDINGS AND ACTIVITIES RELATED TO ONCOR ELECTRIC DELIVERY COMPANY, LLC.](#)
- [7. DISCUSSION, CONSIDERATION, AND/OR ANY APPROPRIATE ACTION ON RESOLUTION 2025-830 AUTHORIZING THE USE OF CITY RESOURCES TO REPAIR PORTIONS OF LEWIS LANE BETWEEN PARKER ROAD AND THE LEWIS LANE LIFT STATION.](#)
- [8. CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON RESOLUTION NO. 2025-831 APPROVING AN AGREEMENT BETWEEN THE CITY OF PARKER AND BUCKINGHAM LOT VENTURE, LTD., PROVIDING FOR ANNEXATION OF, AND A DEVELOPMENT AGREEMENT FOR, APPROXIMATELY 46.69 ACRES OF LAND IN THE EXTRATERRITORIAL JURISDICITON OF THE CITY OF PARKER \(BUCKINGHAM ESTATES\).](#)

9. ACCEPT MAYOR PRO TEM REED'S LETTER OF RESIGNATION.
10. CONSIDERATION AND APPROPRIATE ACTION TO FILL A COUNCILMEMBER VACANCY THROUGH MAY 2025 COUNCIL APPOINTMENT AS AUTHORIZED BY TEX. LOC. GOV'T CODE §22.010 FOR A TYPE A GENERAL LAW CITY WITH TWO YEAR TERMS AND ONE VACANCY; AND IF BY COUNCIL APPOINTMENT, APPOINTEE NOMINATION, IF ANY.
11. CONSIDERATION AND APPROPRIATE ACTION CONCERNING RESOLUTION NO. 2025-832 APPOINTING A COUNCILMEMBER TO SERVE EFFECTIVE FEBRUARY 2025, THROUGH THE REGULARLY SCHEDULED ELECTION OF MAY 3, 2025, AND OATH OF OFFICE TO COUNCIL APPOINTEE, IF AN APPOINTMENT IS MADE.
12. CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON RESOLUTION NO. 2025-833 APPOINTING THE 2024-2025 MAYOR PRO TEM. [REMAINDER OR MAYOR PRO TEM REED'S TERM - RES. NO. 2024-792]
13. CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON RESOLUTION NO. 2025-834 ON UPDATING THE INVESTMENT COMMITTEE.

ROUTINE ITEMS

14. UPDATE(S):

FM2551

TEXAS COMMISSION ON ENVIRONMENTAL QUALITY (TCEQ)

PROJECTS IN PROGRESS

ENGINEERING REVIEW

NOISE COMMITTEE

LEWIS LANE

CHAPARRAL INTERSECTION

ANY ADDITIONAL UPDATES

PUMP STATION/PUBLIC WORKS BUILDING

DONATION(S)

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

Mary Ellen Cavanaugh donated chips/snacks valued at \$50 to the Police Department.

Jerry Dorough donated \$100 to the Parker Fire Department.

Linda Ryan donated 2 boxes of Girl Scout Cookies valued at \$12 to City Staff.

FUTURE AGENDA ITEMS

16. FUTURE AGENDA ITEMS

ADJOURN

**RECEPTION FOR
FORMER COUNCILMEMBER/MAYOR PRO TEM JIM REED**

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 to the requirement 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 or before February 1, by 5:00 p.m. at the Parker City Hall, and required by Texas Open Meetings Act (TOMA) is also posted to the City of Parker Website at www.parkertexas.us

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.

Date Notice Removed

Patti Scott Grey
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.



Council Agenda Item

Budget Account Code:	Meeting Date:	See above.
Budgeted Amount:	Department/ Requestor:	Council
Fund Balance-before expenditure:	Prepared by:	ACA/CS Scott Grey for Council
Estimated Cost:	Date Prepared:	January 29, 2025
Exhibits:	Please see linked info below.	

AGENDA SUBJECT

WORKSHOP

COMPREHENSIVE PLAN

SUMMARY

Please review the information provided by P&Z Chair Wright and be prepared for a discussion.

[Comp Plan 2024-10-24 P\u0026Z Incorporated Changes Rev A.docx](#)

“Comp Plan 2024-10-24 P&Z Incorporated Changes Rev A.docx” is the file with the changes incorporated.

Mayor Pettle added the following Information from Cindy Meyer
[Sent via Monday, January 6, 2025 1:29:02 PM email.

[CompPlan 8-12-24R wEditsMade](#)

POSSIBLE ACTION

City Council may direct staff to take appropriate action.

Inter – Office Use

Approved by:	Enter Text Here		
Department Head/ Requestor:	<i>Gary Machado</i>	Date:	01/29/2025
Interim City Attorney:	<i>Catherine Clifton</i>	Date:	01/31/2025 via Municode
Mayor	<i>Lee Pettle</i>	Date:	01/ XX /2025



Council Agenda Item

Budget Account Code:	Meeting Date:	See above.
Budgeted Amount:	Department/ Requestor:	Council
Fund Balance-before expenditure:	Prepared by:	ACA/CS Scott Grey
Estimated Cost:	Date Prepared:	January 27, 2025
Exhibits:	<u>None</u>	

AGENDA SUBJECT

NOISE COMMITTEE - WEDNESDAY, FEBRUARY 5, 2025, 2 PM

PARKS AND RECREATION COMMISSION (P&R) – WEDNESDAY, FEBRUARY 12, 2025, 5 PM

CITY FILING DEADLINE- FRIDAY, FEBRUARY 14, 2025, 5:00 PM

THURSDAY, APRIL 3, 2025 - LAST DAY TO REGISTER TO VOTE FOR THE MAY 3, 2025, GENERAL ELECTION

REMINDER – MAY 3, 2025 – GENERAL ELECTION (EV AND ED INFO)

Sunday (Domingo)	Monday (Lunes)	Tuesday (Martes)	Wednesday (Miércoles)	Thursday (Jueves)	Friday (Viernes)	Saturday (Sábado)
April 20 No Voting (20 de abril) (Sin votar)	April 21 No Voting (21 de abril) (Sin votar)	April 22 Early Voting (22 de abril) (Votación adelantada) 8 am – 5 pm	April 23 Early Voting (23 de abril) (Votación adelantada) 8 am – 5 pm	April 24 Early Voting (24 de abril) (Votación adelantada) 8 am – 5 pm	April 25 Early Voting (25 de abril) (Votación adelantada) 8 am – 5 pm	April 26 Early Voting (26 de abril) (Votación adelantada) 8 am – 5 pm
April 27 No Voting (27 de abril) (Sin votar)	April 28 Early Voting (28 de abril) (Votación adelantada) 7am - 7pm	April 29 Early Voting (29 de abril) (Votación adelantada) 7am - 7pm	April 30 (30 de abril)	May 1 (1 de mayo)	May 2 (2 de mayo)	May 3 Election Day (3 de mayo) (Día de elección) 7am – 7pm

SUMMARY

Please review information provided.

POSSIBLE ACTION

City Council may direct staff to take appropriate action.

Inter – Office Use			
Approved by:	Enter Text Here		
Department Head/ Requestor:	<i>Patti Scott Grey</i>	Date:	01/30/2025
Interim City Attorney:	<i>Catherine Clifton</i>	Date:	01/31/2025 via Municode
Mayor	<i>Lee Pettle</i>	Date:	01/ XX /2025



Council Agenda Item

Budget Account Code:	Meeting Date:	See above.
Budgeted Amount:	Department/ Requestor:	City Secretary
Fund Balance-before expenditure:	Prepared by:	ACA/CS Scott Grey
Estimated Cost:	Date Prepared:	January 27, 2025
Exhibits:	<u>Proposed Minutes</u>	

AGENDA SUBJECT

APPROVAL OF MEETING MINUTES FOR JANUARY 21, 2025. [REGULAR MEETING]

SUMMARY

Please review the attached minutes. If you have any questions, comments, and/or corrections, please contact the City Secretary at PGrey@parkertexas.us prior to the City Council meeting.

POSSIBLE ACTION

City Council may direct staff to take appropriate action.

Inter – Office Use			
Approved by:	Enter Text Here		
Department Head/ Requestor:	<i>Patti Scott Grey</i>	Date:	01/30/2025
Interim City Attorney:	<i>Catherine Clifton</i>	Date:	01/31/2025 via Municode
Mayor	<i>Lee Pettle</i>	Date:	01/ xx /2025



MINUTES
CITY COUNCIL MEETING
JANUARY 21, 2025

CALL TO ORDER – Roll Call and Determination of a Quorum

The Parker City Council met in a workshop 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 5:01 p.m. Mayor Pro Tem Jim Reed and Councilmembers Randy Kercho and Buddy Pilgrim were present. Councilmembers Todd Fecht and Amanda Noe were absent.

Staff Present: Asst. City Administrator/City Secretary Patti Scott Grey, Finance/Human Resources Director Grant Savage, Interim City Attorney Catherine Clifton, and Police Investigator Kyle Boles

WORKSHOP (5:00 – 6:00 PM)

1. PROPOSED PERSONNEL POLICY MANUAL

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

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 a future City Council workshop.

Mayor Pettle adjourned the workshop at 5:57 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 5:57 p.m. Mayor Pro Tem Jim Reed and Councilmembers Randy Kercho and Buddy Pilgrim were present. Councilmembers Todd Fecht and Amanda Noe were 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, and Police Investigator Kyle Boles

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.

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

Government Code Section 551.074 Personnel—To deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee.

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).

Mayor Lee Pettle recessed the regular meeting to Executive Session at 5:58 p.m.

RECONVENE REGULAR MEETING.

Mayor Lee Pettle reconvened the meeting at 7:03 p.m.

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

No action was taken.

PLEDGE OF ALLEGIANCE

AMERICAN PLEDGE: Gary Arneson led the pledge.

TEXAS PLEDGE: Planning and Zoning (P&Z) Commissioner 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.

No comments

ITEMS OF COMMUNITY INTEREST

Mayor Pettle reviewed the upcoming Community Interest items below:

2. NOISE COMMITTEE - WEDNESDAY, JANUARY 22, 2025, 2 PM
COMP PLAN REVIEW –JOINT CC/P&Z - THURSDAY, JANUARY 23, 2025, 5:30 PM
PARKS AND RECREATION COMMISSION (P&R) – WEDNESDAY, FEBRUARY 12, 2025, 5 PM
CITY FILING DEADLINE- FRIDAY, FEBRUARY 14, 2025, 5:00 PM
THURSDAY, APRIL 3, 2025 - LAST DAY TO REGISTER TO VOTE FOR THE MAY 3, 2025, GENERAL ELECTION

INDIVIDUAL CONSIDERATION ITEMS

3. APPROVAL OF MEETING MINUTES FOR JANUARY 7, 2025. [REGULAR MEETING]
MOTION: Mayor Pro Tem Reed moved to approve the January 7, 2025 regular City Council meeting minutes. Councilmember Kercho seconded with Councilmembers Kercho, Pilgrim, and Reed voting for the motion. Motion carried 3-0.
4. DISCUSSION, CONSIDERATION, AND/OR ANY APPROPRIATE ACTION ON MAYOR PRO TEM REED'S RESIGNATION.

Mayor Pro Tem Reed said it was with “heavy heart” that after 25 years he will be moving out of the City of Parker, Texas, he may have to resign in the near future, and, therefore, he would not run for re-election in May 2025. Mayor Pro Tem Reed thanked the Mayor, Council, staff, and residents for their support and for giving him the honor of serving on City Council.

Mayor, Council, staff, and residents thanked him for his service to the City of Parker.

5. RECEIVE A REPORT FROM STAFF, DISCUSS, AND PROVIDE DIRECTION TO STAFF ON CONSTRUCTING THE CONNECTION FOR THE NEW PUMP STATION. [TAKE POINT #2 WATER CONNECTION]

Mayor Pettle withdrew Item #5, “RECEIVE A REPORT FROM STAFF, DISCUSS, AND PROVIDE DIRECTION TO STAFF ON CONSTRUCTING THE CONNECTION FOR THE NEW PUMP STATION. [TAKE POINT #2 WATER CONNECTION].” from consideration.

6. CONSIDERATION AND/OR ANY OTHER ACTION ON AN ORDINANCE ENDING THE TEMPORARY MORATORIUM ON THE ACCEPTANCE, AUTHORIZATION, AND APPROVALS NECESSARY FOR THE SUBDIVISION, SITE PLANNING, DEVELOPMENT, AND CONSTRUCTION IN THE CITY LIMITS AND EXTRATERRITORIAL JURISDICTION. [ORDINANCE NO. 888]

MOTION: Councilmember Pilgrim moved to approve Ordinance No. 888 ending (lifting) the temporary moratorium on the acceptance, authorization, and approvals necessary for the subdivision, site planning, development, and construction in the city limits and extraterritorial jurisdiction. Mayor Pro Tem Reed seconded with Councilmembers Kercho, Pilgrim, and Reed voting for the motion. Motion carried 3-0.

7. CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON RESOLUTION NO. 2025-824 MAKING APPOINTMENTS TO THE ZONING BOARD OF ADJUSTMENT (ZBA).

It was noted ZBA received resignations from Trudy Jackson, Place 2, Don Dickson, Place 4, and Buddy Pilgrim, Alternate One (1), while Ted Lane, Alternate Two (2) expressed a desire to continue.

MOTION: Councilmember Kercho moved to approve Resolution No. 2025-824 making appointments to the Zoning Board of Adjustment (ZBA), as follows:

Member	Position	Term Expiration
Ted Lane (formerly Alt. 2)	Place 2	Nov. 30, 2026
Melissa Tierce	Place 4	Nov. 30, 2026
Terry Lynch	Alternate 1	Nov. 30, 2026
*Vacant (formerly Ted Lane)	Alternate 2	Nov. 30, 2026

*It was noted ZBA position Alternate 2 is still vacant and anyone interested is encouraged to apply.

Mayor Pro Tem Reed seconded with Councilmembers Kercho, Pilgrim, and Reed voting for the motion. Motion carried 3-0.

8. CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON RESOLUTION NO. 2025-828 APPROVING AN AMENDED INTERLOCAL AGREEMENT (ILA) BETWEEN THE CITY OF PARKER AND COLLIN COUNTY FOR CHILD ABUSE, INVESTIGATION SERVICES, AND LAW ENFORCEMENT [AMENDING TO RESOLUTION NO. 2023-759, APPROVED 2025 0919].

Interim City Attorney Clifton reviewed the amended interlocal agreement (ILA) between the City of Parker and Collin County for child abuse, investigation services, and law enforcement. (See Exhibit 1 – Collin County amended interlocal agreement, dated January 21, 2025, amending section 6.02 and 7.01.)

MOTION: Mayor Pro Tem Reed moved to approve Resolution No. 2025-828 approving an amended interlocal agreement (ILA) between the City of Parker and Collin County for child abuse, investigation services, and law enforcement [Amending to Resolution No. 2023-759, approved 2025 0919]. Councilmember Kercho seconded with Councilmembers Kercho, Pilgrim, and Reed voting for the motion. Motion carried 3-0.

ROUTINE ITEMS

UPDATE(S):

PROJECTS IN PROGRESS

FM2551

Public Works Director Machado said Texas Department of Transportation (TxDOT) is behind schedule due to the weather. Water service is operational, and traffic patterns are changing/switching lanes. TxDOT is notifying the City of Parker of traffic pattern switches, and the City is posting information to the City's website, www.parkertexas.us "News" section, as the information is made available.

TEXAS COMMISSION ON ENVIRONMENTAL QUALITY (TCEQ)

Councilmember Pilgrim said there was no update on the Municipal Utility District (MUD). He commented that the sewer plant permit is still before District Court in Austin, Texas. The case has been reassigned to a different judge because the original judge was elected to Appellate Court. The case is with a new judge and nothing new has transpired.

ENGINEERING REVIEW

Public Works Director Machado said no meetings have been scheduled at this time.

NOISE COMMITTEE

Councilmember Kercho said the Noise Committee would meet tomorrow, Wednesday, January 22, 2025, 2:00 p.m. at City Hall to discuss and review other cities' noise ordinances and start work on first draft for a revised City of Parker noise ordinance. He also noted these meetings were open to the public.

LEWIS LANE

Public Works Director Machado said the City of Lucas, Texas has not provided the City any further information regarding a proposed interlocal agreement (ILA). Interim City Attorney Clifton agreed and said she would contact their attorney for

an update. City Council asked Mr. Machado to fill any potholes along Lewis Lane in the City of Parker for safety reasons.

EXECUTIVE SESSION - 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.

Mayor Lee Pettle recessed the regular meeting to Executive Session at 7:38 p.m.

RECONVENE REGULAR MEETING.

Mayor Lee Pettle reconvened the meeting at 7:48 p.m.

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

No action was taken.

CHAPARRAL INTERSECTION WITH ALLEN HEIGHTS

Public Works Director Machado said last he recalled the City of Parker, and the City of Allen were looking at a 4-way stop rather than a 2-way and lights. The City of Parker forwarded the City of Allen information on both, and he would need to review his emails to see if there were additional updates.

Councilmember Kercho relayed concerns from Rolling Knolls Subdivision residents about leaving their subdivision and turning left (north). Their concern was being able to get out of the subdivision in heavy traffic with a four-way. Public Works Director noted the City of Allen completed a traffic study at that location. Parker Police Chief Price will be asked to review the situation and report to City Council.

ANY ADDITIONAL UPDATES

ENTERPRISE

Interim City Attorney Clifton said after reviewing the contract the City of Parker will have to continue this contract and pay the ongoing amounts for the five (5) leased vehicles until the contract ends. It was noted this item will be removed from the Future Agenda Items (FAI).

COUNCILMEMBER KERCHO ANNOUNCEMENT

Councilmember Kercho said he will be leaving City Council as well, but he is unsure as to when exactly. He stated he purchased a home in another City. It could be as soon as May 2025 or longer, as he was making changes to the new home and readying his present home for sale. Councilmember Kercho said he would keep everyone advised.

MONTHLY/QUARTERLY REPORTS

City Council accepted the reports hyperlinked below:

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

[December 2024 – Court Report](#)

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

[November - December 2024 – Police Report](#)

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

DONATION(S)

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

Ashley Granata donated McAlister's Deli valued at \$60 to the Police Department.

The Harvey Family donated cookies valued at \$20 to the Police Department.

The Cummings Family donated cookies valued at \$15 to the Police Department.

The Levy Family donated chocolates valued at \$30 to the Police Department.

Chip and Linda Justice donated Tiff's Treats valued at \$50 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

10. FUTURE AGENDA ITEMS

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

Hearing no requests, Mayor Pettle encouraged everyone to email her any requests. She noted the next regularly scheduled meeting would be Tuesday, February 4, 2025.

ADJOURN

Mayor Pettle adjourned the meeting at 7:59 p.m.

APPROVED:

Mayor Lee Pettle

ATTESTED:

Approved on the 4th day
of February, 2025.

Patti Scott Grey, City Secretary



Contract Modification Document

Meeting Date: 02/04/2025 Item 3.

Office of the Purchasing Agent
Collin County Administration Building
2300 Bloomdale Rd, Ste 3160
McKinney, TX 75071
972-548-4165

Vendor: City of Parker
5700 E. Parker Road
Parker, TX 75002

Contract No. Interlocal, Child Abuse
Contract: Investigation Services
(Law Enforcement Services)
Parker 2023-410

YOU ARE DIRECTED TO MAKE THE FOLLOWING MODIFICATION TO THIS CONTRACT

1) Update Section 6.02 Notices as follows:

if to the County, Copy to:
Collin County Administration
Attn: Purchasing Agent
2300 Bloomdale Road, Suite 3160
McKinney, TX 75071

Collin County Administration
Attn: County Administrator
2300 Bloomdale Road, Suite 4142
McKinney, TX 75071

2) Update Section 7.01 Civil Liability as follows:

Each party will be responsible for its own defense and liability—and for those of its officials and employees—in the event of any claim, dispute, or lawsuit related to performance under this agreement.

Each party will remain the employer of its own employees, principal to its own agents, and owner of its own property. The parties are not agreeing to act as co-employers by virtue of this Agreement alone.

To the extent allowed by law, a party will not be liable to the other party for claims or damages arising from the acts or omissions of the other party's employees or contractors, and will **defend, indemnify, and hold harmless** the other party for all claims and damages arising from the alleged acts or omissions of the party's employees or contractors.

A party will not sue the other party for personal injuries or property damages resulting from the acts or omissions of the party's employees or contractors, including (1) personal injury or property damage suffered by the party or its own employees or contractors, or (2) personal injury or property damage suffered by persons who are not a party to this agreement. But this provision does not restrict a party from suing the other party for personal injuries or property damage that results from the acts or omissions of the other party or its employees. If the injuries or damages arose from the acts or omissions of the other party's contractor, however, then the party may sue the contractor, not the member—except on a claim that the member is directly liable by reason of an exercise of actual control over a person or instrument that proximately caused the injury or damage. Also, this provision does not limit a party's right to assert its third-party-practice rights, including the right to designate the other party as a responsible third party, in the context of a claim by a person who is not a party to this Agreement.

This Agreement does not create any form of personal liability on the part of any official, officer, employee, or agent, who is an individual, of a party.

Exhibit 1

If a person, who is not a party to this Agreement, files or asserts a claim against a party to this Agreement, then the Parties will assert and pursue all immunity and other defenses against the claim. But each party may also pursue its third-party-practice rights against the other party in the context of a claim by a person who is not a party to this Agreement.

The parties do not intend to create a claim or right for a person or entity who is not a party to this Agreement.

A party is entitled only to the benefit of its bargain under this Agreement. A party is not liable to the other party for *other* consequential, incidental, indirect, special, punitive, or exemplary damages or for damages that arise from special circumstances. A party will not sue for such damages.

“Claims or damages” means all types of claims, demands, and disputes, and all types of damages, including personal injury, damage to real or personal property, fines or penalties, attorney’s fees, expert costs, litigation or ADR costs, and interest. “Acts or omissions” means all types, including those constituting negligence, gross negligence, any sort of misrepresentation, breach of contract, violation of statute, or other actionable conduct. “Third-party-practice rights” means all forms of third-party practice, including claims for contribution or indemnity, defenses (proportionate responsibility), and practice under Rules 37–41 of the TRCP and chapters 32 and 33 of the TCPRC or their counterparts in other jurisdictions. This section’s rights and duties apply at all stages of a dispute or lawsuit.

Except as provided herein, all terms and conditions of the contract remain in full force and effect and may only be modified in writing signed by both parties.

Amendment No. 1 has been accepted and authorized on _____ by authority of the Collin County Commissioners Court by Court Order No. _____, to be effective on this date _____.

ACCEPTED BY:

SIGNATURE

(Print Name) _____

TITLE: _____

DATE: _____

SIGNATURE

Michelle Charnoski, NIGP-CPP, CPPB

(Print Name) _____

TITLE: PURCHASING AGENT

DATE: _____

HISTORICAL INFORMATION

Awarded by Court Order No. 2023-1155-12-04

Amendment	No. 1	Court Order No.	_____	Summary	Sec. 6.02 and Sec. 7.01 updated
Amendment	No. 2	Court Order No.	_____	Summary	_____
Amendment	No. 3	Court Order No.	_____	Summary	_____



Council Agenda Item

Budget Account Code:	Meeting Date:	See above.
Budgeted Amount:	Department/ Requestor:	City Secretary
Fund Balance-before expenditure:	Prepared by:	ACA/CS Scott Grey
Estimated Cost:	Date Prepared:	January 27, 2025
Exhibits:	<u>Proposed Minutes</u>	

AGENDA SUBJECT

APPROVAL OF MEETING MINUTES FOR JANUARY 23, 2025. [SPECIAL JOINT CC/P&Z COMP PLAN MEETING]

SUMMARY

Please review the attached minutes. If you have any questions, comments, and/or corrections, please contact the City Secretary at PGrey@parkertexas.us prior to the City Council meeting.

POSSIBLE ACTION

City Council may direct staff to take appropriate action.

Inter – Office Use			
Approved by:	Enter Text Here		
Department Head/ Requestor:	<i>Patti Scott Grey</i>	Date:	01/30/2025
Interim City Attorney:	<i>Catherine Clifton</i>	Date:	01/31/2025 via Municode
Mayor	<i>Lee Pettle</i>	Date:	01/ xx /2025



MINUTES
CITY COUNCIL MEETING
JANUARY 23, 2025

CALL TO ORDER – Roll Call and Determination of a Quorum

The Parker City Council met in a special Joint City Council & Planning and Zoning (P&Z) meeting, regarding the Comprehensive Plan, 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.

SUPER QUORUM (CITY COUNCIL)

City Council: Mayor Pro Tem Jim Reed and Councilmembers Randy Kercho, and Buddy Pilgrim were present. Councilmembers Todd Fecht and Amanda Noe were absent. Asst. City Administrator/City Secretary Patti Scott Grey verified a super quorum of City Council was not present.

QUORUM (PLANNING AND ZONING (P&Z) COMMISSION)

Planning and Zoning (P&Z) Commission: P&Z Chair Russell Wright, and Commissioners Joe Lozano, Lucy Estabrook, Lynnette Ammar, and Rajiv Gaind (Alternate Three) were present. Commissioners Wei Wei Jeang, Larkin Crutcher (Alternate One) and Jasmat Sutaria (Alternate Two) were absent. Asst. City Administrator/City Secretary Patti Scott Grey verified a quorum of P&Z was present.

CITY STAFF

Staff Present: Asst. City Administrator/City Secretary Patti Scott Grey, Interim City Attorney Catherine Clifton, and Public Works Director Gary Machado

10 MINUTE DELAY

After discussion with present City Council and P&Z Commission members, Mayor Pettle recessed the meeting at 5:31 p.m. for a 10 minute delay, due to a lack of a super quorum of City Council.

Mayor Pettle reconvened the meeting at 5:41 p.m. and noted there was no City Council super-quorum for tonight's special Joint City Council & Planning and Zoning meeting, regarding the Comprehensive Plan.

ADJOURN

Mayor Lee Pettle adjourned the meeting at 5:42 p.m.

APPROVED:

Mayor Lee Pettle

ATTESTED:

Patti Scott Grey, City Secretary

Approved on the 4th day
of February, 2025.

PROPOSED



Council Agenda Item

Budget Account Code:	Meeting Date:	See above.
Budgeted Amount:	Department/ Requestor:	City Secretary
Fund Balance-before expenditure:	Prepared by:	City Secretary Scott Grey
Estimated Cost:	Date Prepared:	January 30, 2025
Exhibits:	1. Proposed Ordinance 2. Order and Notice of General Election (English/Spanish) 3. Election contract for election services with Collin County w/ cost estimate info and signature page	

CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON ORDINANCE NO. 889 CALLING FOR AN ELECTION TO BE HELD ON SATURDAY, MAY 3, 2025 TO ELECT THREE (3) CITY COUNCIL MEMBERS AT-LARGE; PROVIDING FOR EARLY VOTING; AUTHORIZING THE MAYOR TO EXECUTE A JOINT GENERAL AND SPECIAL ELECTION SERVICES CONTRACT FOR ELECTION SERVICES WITH COLLIN COUNTY; PROVIDING FOR THE ORDER AND NOTICE OF THE ELECTION; FINDING AND DETERMINING THAT THE MEETING AT WHICH THIS ORDINANCE IS PASSED WAS NOTICED AND IS OPEN TO THE PUBLIC AS REQUIRED BY LAW.

SUMMARY

TIME FOR ORDERING THE ELECTION

General election. A city must order its general election not later than the 78th day before Election Day, whether the election is held on the May or November uniform election date [Texas Election Code - ELEC § 3.005. Time for Ordering Election (c)]. For our May 3, 2025, election, that translates to February 14 as the statutory last day for ordering the election.

The ordinance authorizes the Mayor to execute a General Election contract for election services with Collin County and provides for the order and notice of the May 3, 2025, election.

POSSIBLE ACTION

City Council may direct staff to take appropriate action.

Inter – Office Use			
Approved by:	Enter Text Here		
Department Head/ Requestor:	<i>Patti Scott Grey</i>	Date:	01/30/2025
Interim City Attorney:	<i>Catherine Clifton</i>	Date:	01/31/2025 via Municode
Mayor	<i>Lee Pettle</i>	Date:	01/ XX /2025

ORDINANCE NO. 889
{Calling Regular Election}

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF PARKER, TEXAS, CALLING FOR THE GENERAL ELECTION TO BE HELD ON SATURDAY, MAY 3, 2025 TO ELECT THREE (3) CITY COUNCIL MEMBERS AT-LARGE; PROVIDING FOR EARLY VOTING; AUTHORIZING THE MAYOR TO EXECUTE A JOINT GENERAL AND SPECIAL ELECTION SERVICES CONTRACT FOR ELECTION SERVICES WITH COLLIN COUNTY; PROVIDING FOR THE ORDER AND NOTICE OF THE ELECTION; FINDING AND DETERMINING THAT THE MEETING AT WHICH THIS ORDINANCE IS PASSED WAS NOTICED AND IS OPEN TO THE PUBLIC AS REQUIRED BY LAW.

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

SECTION 1. That, in accordance with the laws and the Constitution of the State of Texas, an election may be and the same is hereby called and ordered for the first Saturday in May, 2025, the same being the 3rd day of said month, at which election all qualified voters may vote for the purpose of electing three (3) city council members at-large for full terms, as defined in the statutes of the State of Texas.

SECTION 2. That said election shall be held pursuant to a Joint General and Special Election Services Contract with Collin County, Texas which the Mayor is hereby authorized to execute.

SECTION 3. That the County Elections Administrator shall prepare electronic ballots for early and election day voting and paper ballots for mail ballots and provisional ballots to be used in said election and shall label same "*Official Ballot*", on which ballot shall be printed the names of the candidates and the positions that are up for election.

SECTION 4. That no person's name shall be placed upon the official ballot as a candidate for the position of Council Member unless such person has filed his/her sworn application, as provided by the laws of the State, with the City Secretary at least seventy-eight (78) days prior to the election date, and it must also appear on the face of said application the position the candidate is seeking.

SECTION 5. That any Council Member candidate receiving the greatest number of the qualified votes cast for the position for which he/she is a candidate shall be elected to such position. In the event a tie vote occurs, the City Council of said City, immediately after canvass, shall issue a call for a Special Election, as required by law, to be held not less than twenty (20) nor more than forty-five (45) days after the results of the Regular Election shall have been declared, at which election the candidates receiving a tie vote for any such position or positions in the regular election shall again be voted. If needed, a run-off election will be held in accordance with State law.

SECTION 6. That the polls shall be kept open from seven o'clock (7:00) a.m. until seven o'clock (7:00) p.m. Central Standard Time on Election Day, and that due return shall be made to the City Council showing the number of votes cast for each candidate for each position of Mayor and Council Member, respectively.

SECTION 7. That notice of said election shall be given by the Mayor of the City of Parker by causing an election notice to be posted at City Hall not later than the twenty-first day before

election day, and by publishing this ordinance at least one time not more than thirty days nor less than ten days prior to the election date, in the newspaper of record for the City of Parker in accordance with the provisions of the Election Code of the State of Texas, as amended.

SECTION 8. That the polling place for Election Day shall be as follows:

Precincts	Location	Address	City
"VOTE CENTER"	Parker City Hall	5700 E. Parker Road	Parker

*City voters may vote at any of the additional Election Day Vote Centers open under full contract services with the Collin County Elections Administration.

SECTION 9. That the qualified voters, eligible to cast their ballots early under the laws of this State, shall be permitted to so cast their vote as set forth below:

Polling Place			Address		City	
Collin County Election Office (Main Early Voting Location)			2010 Redbud Blvd., #102		McKinney	
Parker City Hall			5700 E. Parker Road		Parker	
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
April 20	April 21 No voting Holiday	April 22 8am – 5pm	April 23 8am – 5pm	April 24 8am - 5pm	April 25 8am - 5pm	April 26 8am - 5pm
April 27 No voting	April 28 7am – 7pm	April 29 7am – 7pm	April 30	May 1	May 2	May 3 7am – 7pm Election Day

* City voters may vote at any of the additional Early Voting locations open under full contract services with the Collin County Elections Administration.

(* *Ciudad los electores pueden votar en cualquiera de los lugares de votación anticipada adicionales abiertos bajo contrato completo de servicios con la administración de elecciones del Condado de Collin.*)

SECTION 10. That, in accordance with the Joint General and Special Election Services Contract, the County Elections Administrator shall arrange for appointment, notification (including writ of election), training, and compensation of all presiding judges, alternate judges, the judge of the Central Counting Station and judge of the Early Voting Ballot Board.

SECTION 11. That the City Secretary is hereby authorized and directed to publish and/or post, in the time and manner prescribed by law, all notices required to be so published and/or posted in connection with this election.

SECTION 12. That the said election will be conducted in accordance with the Texas Election Code and only resident qualified voters of the City of Parker will be entitled to vote.

SECTION 13. That the canvass of the Election Returns will be held in the Council Chambers of City Hall, 5700 E. Parker Road, Parker, Texas, at the Special Council Meeting of May 13, 2025.

SECTION 14. That it is hereby officially found and determined that the meeting at which this ordinance is passed is open to the public and that public notice of the time, place, and purpose of said meeting was given as required by law.

SECTION 15. That all Ordinances or parts thereof, which are in conflict or inconsistent with any provision of this Ordinance are hereby repealed to the extent of such conflict, and the provision of this Ordinance shall be and remain controlling as to the matters ordered herein.

INTRODUCED on this the 4th day of February, 2025.

ADOPTED on this the 4th day of February, 2025.

EFFECTIVE DATE on this the 4th day of February, 2025.

CITY OF PARKER, TEXAS

BY: _____
LEE PETTLE, MAYOR

ATTEST:

BY: _____
**PATTI SCOTT GREY,
CITY SECRETARY**

APPROVED AS TO LEGAL FORM:

BY: _____
**CATHERINE CLIFTON
INTERIM CITY ATTORNEY**

CITY OF PARKER, TEXAS
CIUDAD DE PARKER, TEXAS

ORDER AND NOTICE OF GENERAL ELECTION (ORDEN Y AVISO DE ELECCION GENERAL)

To the Registered Voters of Parker, Texas: (A los votantes registrados del Parker Texas;)

An election is hereby ordered to be held on May 3, 2025, for the purpose of electing three (3) Councilmembers-at-large. (Por la presente se ordena que se llevara a cabo una eleccion el 3 de Mayo de 2025 con el proposito para elegir tres (3) miembro del concilio.)

Notice is hereby given that the polling places listed below will be open from 7:00 a.m. to 7:00 p.m., on May 3, 2025, for voting in a general election, to elect three (3) Councilmembers-at-large.

(Notifquese, por las presente, que las casillas electorales citados abajo se abrirán desde las 7:00 a.m. hasta las 7:00 p.m. el 3 de Mayo de 2025 para votar en la Elección General para elegir tres (3) miembro del concilio.)

**LOCATION(S) OF POLLING PLACES
(DIRECCION(ES) DE LAS CASILLAS ELECTORALES)**

Precincts	Location	Address	City
“VOTE CENTER”	Parker City Hall	5700 E. Parker Road	Parker

* City voters may vote at any of the additional Election Day Vote Centers open under full contract services with the Collin County Elections Administration.

(* Ciudad los electores pueden votar en cualquiera de los adicionales elecciones día votación centros abiertos bajo contrato completo de servicios con la administración de elecciones del Condado de Collin.)

**EARLY VOTING BY PERSONAL APPEARANCE WILL BE CONDUCTED EACH WEEKDAY AT
(LA VOTACION ADELANTADA EN PERSONA SE LLEVARA A CABO DE LUNES A VIERNES EN)**

Polling Place			Address		City	
Collin County Election Office (Main Early Voting Location)			2010 Redbud Blvd., #102		McKinney	
Parker City Hall			5700 E. Parker Road		Parker	
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
<i>April 20</i>	<i>April 21</i> No Voting Holiday	<i>April 22</i> 8am – 5pm	<i>April 23</i> 8am – 5pm	<i>April 24</i> 8am - 5pm	<i>April 25</i> 8am - 5pm	<i>April 26</i> 8am - 5pm
<i>April 27</i> No Voting	<i>April 28</i> 7am – 7pm	<i>April 29</i> 7am – 7pm	<i>April 30</i>	<i>May 1</i>	<i>May 2</i>	<i>May 3</i> 7am – 7pm Election Day

* City voters may vote at any of the additional Early Voting locations open under full contract services with the Collin County Elections Administration.

(* Ciudad los electores pueden votar en cualquiera de los lugares de votación anticipada adicionales abiertos bajo contrato completo de servicios con la administración de elecciones del Condado de Collin.)

Applications for ballot by mail shall be mailed to:

(Las solicitudes para boletas que se votaran en ausencia por correo deberan enviarse a:)

COLLIN COUNTY ELECTIONS ADMINISTRATION OFFICE

(Name of Early Voting Clerk –Kaleb Breaux) (Nombre del Secretario de la Votacion En Adelantada)

2010 REDBUD BLVD., SUITE 102, MCKINNEY, TEXAS 75069

(Address) (Direccion) **(City) (Ciudad)** **(Zip Code) (Zona Postal)**

Applications for ballots by mail must be received no later than the close of business on April 22, 2025.

(*Las solicitudes de boletas por correo deben ser recibidas a más tardar al cierre de los negocios el*)

(date) (fecha) : 22 abril de 2025.)

Issued this the 4th day of February, 2025.

(*Esitada este dia 4th de Febrero, 2025.*)

Mayor Lee Pettle

Alcalde Lee Pettle

Mayor Pro Tem Jim Reed

Alcaldesa Pro Tem Jim Reed

Councilperson Todd Fecht

Firma de la Persona Del Concilio Todd Fecht

Councilperson Randy Kercho

Firma de la Persona Del Concilio Randy Kercho

Councilperson Buddy Pilgrim

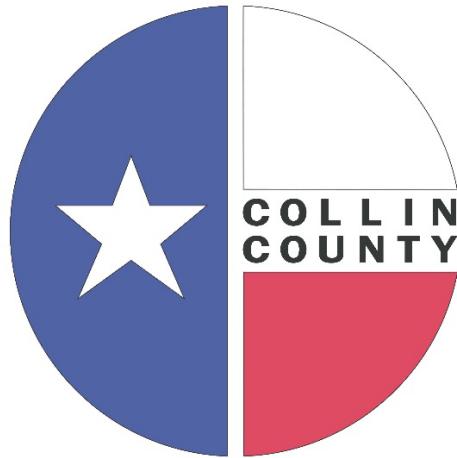
Firma de la Persona Del Concilio Buddy Pilgrim

Councilperson Amanda Noe

Firma de la Persona Del Concilio Amanda Noe

Instruction Note: A copy of this election order must be delivered to the County Clerk/Elections Administrator and Voter Registrar not later than 60 days before Election Day.

Nota de instrucción: Se deberá entregar una copia de esta orden de elección al/a la Secretario(a) del Condado/Administrador(a) de Elecciones y el/la Registrador(a) de Votantes a más tardar 60 días antes del día de elección.



JOINT ELECTION SERVICES CONTRACT

(“Election Services Contract”)

ELECTION SERVICES AGREEMENT

BETWEEN

THE COLLIN COUNTY ELECTIONS ADMINISTRATOR

(“Contracting Election Officer”)

AND

CITY OF PARKER

(“Participating Political Subdivision”)

FOR THE CONDUCT OF A JOINT ELECTION

TO BE HELD ON SATURDAY, MAY 3, 2025

TO BE ADMINISTERED BY THE COLLIN COUNTY ELECTIONS ADMINISTRATOR

1. ADMINISTRATION AND STATUTORY AUTHORITY

- a. Kaleb Breaux ("Kaleb Breaux") is the duly appointed County Elections Administrator ("Elections Administrator") of Collin County, Texas, and the Department Head of the Collin County Elections Department. As such, Mr. Breaux is the Election Administrator of Collin County, Texas and authorized by Subchapter D of Chapter 31 of Title 3 of the Texas Election Code to enter into this Election Services Contract with the contracting authority of the Participating Political Subdivision.
- b. The contracting authority of the Participating Political Subdivision is hereby participating in the Joint Election to be held in Collin County, Texas on Saturday, May 3, 2025. The Participating Political Subdivision is hereby contracting with the Elections Administrator of Collin County, Texas and all other joining jurisdictions to perform the election services set forth in this Election Services Contract under Subchapter D of Chapter 31 of Title 3 of the Texas Election Code.

2. DUTIES AND SERVICES OF THE CONTRACTING ELECTION OFFICER

- a. The Contracting Election Officer shall be responsible for performing the following duties and shall furnish the following services and equipment:
 - i. The Contracting Election Officer will prepare and publish the required Notice of Election and post the required orders and resolutions to the Collin County Elections Department website.
 - ii. The Contracting Election Officer shall arrange for appointment, notification (including writ of election), training and compensation of all presiding judges, alternate judges, the judge of the Central Count Station and judge of the Early Voting Ballot Board.
 - iii. The Contracting Election Officer shall be responsible for notification of each Election Day and Early Voting presiding judge and alternate judge of his/her appointment. The presiding election judge of each vote center will use his/her discretion to determine when additional workers are needed, during peak voting hours.
 - iv. The Contracting Election Officer will determine the number of clerks to work in the Central Count Station and the number of clerks to work on the Ballot Board.
 - 1. Election judges shall attend the Contracting Election Officer's school of instruction (Election Law Class). A training event calendar will be provided.
 - 2. Election judges and alternate judges shall be responsible for picking up and returning election supplies to the County Election Warehouse located at 2010 Redbud Blvd., Suite 102, McKinney. Compensation for this pickup and delivery of supplies will be \$25.00.
 - v. The Contracting Election Officer shall compensate each election judge and worker. Each judge shall receive \$15.00 per hour, each alternate judge shall receive \$14.00 per hour, and each clerk shall receive \$13.00 per hour for services rendered. Overtime will be paid to each person working more than 40 hours per week.

- b. The Contracting Election Officer shall procure, prepare, and distribute voting machines, election kits, and election supplies.
 - i. The Contracting Election Officer shall secure election kits, which include the legal documentation required to hold an election and all supplies.
 - ii. The Contracting Election Officer shall secure the tables, chairs, and legal documentation required to run the Central Count Station.
 - iii. The Contracting Election Officer shall provide all lists of registered voters required for use on Election Day and for the Early Voting period required by law.
 - iv. The Contracting Election Officer shall procure and arrange for the distribution of all election equipment and supplies required to hold an election.
 - 1. Equipment includes the rental of ES&S ExpressVote Universal Voting Machines (EVS 6.1.1.0), ES&S ExpressTouch Curbside Voting Machines (EVS 6.1.1.0), ES&S DS200 Ballot Counters (EVS 6.1.1.0), ES&S Model DS450 and DS850 High-Speed Scanners/Tabulators (EVS 6.1.1.0), ADA compliant headphones and keypads, voting signs, and election supply cabinets.
 - 2. Supplies include paper ballot cards, Early Voting and Election Day supply kits, provisional ballot kits, security seals, pens, tape, markers, etc.
- c. The Contracting Election Officer, Kaleb Breaux, shall be appointed the Early Voting Clerk.
 - i. The Contracting Election Officer shall supervise and conduct Early Voting by mail and in person and shall secure personnel to serve as Early Voting Deputies.
 - ii. The Contracting Election Officer shall select the Early Voting polling locations and arrange for the use of each.
 - iii. Early Voting by personal appearance for the Participating Political Subdivision shall be conducted during the Early Voting dates and times and at the locations listed in "Exhibit A" attached and incorporated by reference into this Election Services Contract.
 - iv. All applications for an Early Voting mail ballot shall be received and processed by the Collin County Elections Administration Office located at 2010 Redbud Blvd., Suite 102, McKinney, Texas 75069.
 - 1. Applications for mail ballots erroneously mailed to the Participating Political Subdivision shall immediately be faxed to the Contracting Officer for timely processing. The original application shall then be forwarded to the Contracting Election Officer for proper retention.
 - 2. All Federal Post Card Applications (FPCA) will be sent a mail ballot. No postage is required.
 - v. All Early Voting ballots (those cast by mail and those cast by personal appearance) shall be prepared for counting by the Early Voting Ballot Board in accordance with Section 87.000 of the Texas Election Code. The Contracting Officer shall appoint the presiding judge of this Board.
- d. The Contracting Election Officer shall select the Election Day vote centers and arrange for the use of each.
 - i. The Participating Political Subdivision shall assume the responsibility of remitting their portion of cost of all employee services required to provide access, provide security or provide custodial services for the vote centers.
 - ii. The Election Day vote centers are listed in "Exhibit B", attached and incorporated by reference into this Election Services Contract.

- e. The Contracting Election Officer shall be responsible for establishing and operating the Central Count Station to receive and tabulate the voted ballots in accordance with Section 127.001 of the Election Code and of this agreement. The Central Count Station Manager shall be Kaleb Breaux. The Central Count Station Judge shall be Kathi-Ann Rivard. The Tabulation Supervisor shall be Brian Griesbach.
 - i. The Tabulation Supervisor shall prepare, test and run the County's tabulation system in accordance with statutory requirements and county policies, under the auspices of the Contracting Election Officer.
 - ii. The Public Logic and Accuracy Test and Hash Validation of the electronic voting system shall be conducted in accordance with Texas Election Code. The Contracting Election Officer will post the required Notice of Logic and Accuracy Testing and Hash Validation.
 - iii. Election night reports will be available to the Participating Political Subdivision at the Central Counting Station on election night. Provisional ballots will be tabulated after election night in accordance with State law.
 - iv. The Contracting Election Officer shall prepare the unofficial canvass report after all precincts have been counted, and will provide canvassing documents to the Participating Political Subdivision as soon as possible after all returns have been tallied.
 - v. The Contracting Election Officer shall be appointed as the custodian of the voted ballots and shall retain all election materials for a period of 22 months.
 - 1. Pending no litigation and as prescribed by law, the voted ballots shall be shredded 22 months after the election.
- f. The Contracting Election Officer shall conduct a partial manual count as prescribed by Section 127.201 of the Texas Election Code and submit a written report to the Participating Political Subdivision in a timely manner. If applicable, a written report shall be submitted to the Secretary of State as required by Section 127.201 of the aforementioned code.

3. DUTIES AND SERVICES OF THE PARTICIPATING POLITICAL SUBDIVISION

- a. The Participating Political Subdivision shall assume the following duties:
 - i. The Participating Political Subdivision will prepare, adopt, and publish all legally required election orders, resolutions, and other documents required by, or of, their governing bodies. The Participating Political Subdivision are required to send Collin County Elections Department a copy of any election order or resolution related to this Joint Election within three business days of publishing, adopting or ordering it.
 - ii. The Participating Political Subdivision shall provide the Contracting Election Officer with an updated map and street index of their jurisdiction in an electronic (PDF and shape files preferred) or printed format as soon as possible but no later than Friday, February 14, 2025.
 - iii. The Participating Political Subdivision shall procure and provide the Contracting Election Officer with the ballot layout and Spanish translation in an electronic format.
 - 1. The Participating Political Subdivision shall deliver to the Contracting Election Officer as soon as possible, but no later than 5:00 p.m. Monday, February 24, 2025, the official wording for the Participating Political Subdivision's May 3, 2025 Joint Election.
 - 2. The Participating Political Subdivision shall approve the ballot proofs format within 24 hours of receiving the ballot proof and prior to the final printing.

- a. If the Participating Political Subdivision fails to approve the ballot proofs within 24 hours of receiving the proofs, the Contracting Election Officer will presume that the ballot proofs have been approved by the Participating Political Subdivision. Any costs incurred by making any changes to the ballot (designing, printing, programming, etc.) from this point forward will be the responsibility of the Participating Political Subdivision.
- iv. The Participating Political Subdivision shall compensate the Contracting Election Officer for all associated costs including any additional verified cost incurred in the process of running this election or for a manual recount, this election may require, consistent with charges and hourly rates shown on "Exhibit C" for required services.
 - 1. The charges incurred during the manual recount are outlined in Sec. 212 of the Texas Election Code.
- b. The Participating Political Subdivision shall pay the Contracting Election Officer 90% of the estimated cost to run the said election prior to Friday, March 28, 2025. The Contracting Election Officer shall place the funds in a "contract fund" as prescribed by Section 31.100 of the Texas Election Code. The deposit should be made payable to the "Collin County Treasury" with a note "For election services" included with the check documentation and delivered to the Collin County Treasury, 2300 Bloomdale Rd., #3138, McKinney, Texas 75071.
- c. The Participating Political Subdivision shall pay the cost of conducting said election, less partial payment, including the 10% administrative fee, pursuant to the Texas Election Code, Section 31.100, within 30 days from the date of final billing. Additionally, all payments in excess of the final cost to perform the election will be refunded to the Participating Political Subdivision.

4. COST OF SERVICES.

- a. See "Exhibit C".
- b. Note: A Participating Political Subdivision shall incur a minimum cost of \$3,500.00 to conduct a joint election with the Collin County Elections Department.

5. RUNOFF ELECTIONS

- a. Each Participating Political Subdivision shall have the option of extending the terms of this contract through its Runoff Election, if applicable. In the event of such Runoff Election, the terms of this contract shall automatically extend unless the Participating Political Subdivision notifies the Elections Administrator in writing within 3 business days of the original election.
- b. Each Participating Political Subdivision shall reserve the right to reduce the number of Early Voting polling locations and/or Election Day vote centers in a Runoff Election. If necessary, any voting changes made by a Participating Political Subdivision between the original election and the Runoff Election shall be submitted by the authority making the change to the United States Department of Justice for the preclearance required by the Federal Voting Rights Act of 1965, as amended.
- c. Each Participating Political Subdivision agrees to order any Runoff Election(s) at its meeting for canvassing the votes from May 3, 2025 Joint Election, and to conduct its drawing for ballot positions at, or immediately following, such meeting in order to expedite preparations for its Runoff Election.
- d. Each Participating Political Subdivision eligible to hold Runoff Elections after the May 3, 2025 Uniform Election Date agrees that the date of a necessary Runoff Election shall be held in accordance with the Texas Election Code, which will be Saturday, June 7, 2025.

6. GENERAL PROVISIONS

- a. Nothing contained in this Election Services Contract shall authorize or permit a change in the officer with whom, or the place at which any document or record relating to the Participating Political Subdivision's May 3, 2025 Joint Election are to be filed, or the place at which any function is to be carried out, or any nontransferable functions specified under Section 31.096 of the Texas Election Code.
- b. Upon request, the Contracting Election Officer will provide copies of all invoices and other charges received in the process of running said election for the Participating Political Subdivision.
- c. If the Participating Political Subdivision cancels their elections pursuant to Section 2.053 of the Texas Election Code, the Participating Political Subdivision shall pay the Contracting Officer a contract preparation fee of \$75.00 and will not be liable for any further costs incurred by the Contracting Officer.
- d. The Contracting Officer shall file copies of this contract with the County Judge and the County Auditor of Collin County, Texas.

WITNESS BY MY HAND THIS ____ DAY OF _____ 2025.

Kaleb Breaux, Elections Administrator
Collin County, Texas

WITNESS BY MY HAND THIS ____ DAY OF _____ 2025.

Approved By:

Signed: _____

Name: _____

Title: _____

Witnessed By:

Signed: _____

Name: _____

Title: _____

Exhibit A (Anexo A)

Collin County (Condado de Collin)

May 3, 2025 Joint General and Special Elections - Early Voting Locations, Dates and Hours
(3 de mayo de 2025 Elección general y especial conjunta - Lugares de Votación Temprana, Fechas y Horas)

Important Note: Eligible Collin County registered voters (with an effective date of registration on or before May 3, 2025) may vote at any Early Voting location.

(Nota importante: Los votantes registrados elegibles del Condado de Collin (con una fecha efectiva de registro en o antes del 3 de mayo de 2025 pueden votar en cualquier lugar de votación anticipada.)

Sunday (Domingo)	Monday (Lunes)	Tuesday (Martes)	Wednesday (Miércoles)	Thursday (Jueves)	Friday (Viernes)	Saturday (Sábado)
April 20 No Voting <i>(20 de abril)</i> <i>(Sin votar)</i>	April 21 No Voting <i>(21 de abril)</i> <i>(Sin votar)</i>	April 22 Early Voting <i>(22 de abril)</i> <i>(Votación adelantada)</i>	April 23 Early Voting <i>(23 de abril)</i> <i>(Votación adelantada)</i>	April 24 Early Voting <i>(24 de abril)</i> <i>(Votación adelantada)</i>	April 25 Early Voting <i>(25 de abril)</i> <i>(Votación adelantada)</i>	April 26 Early Voting <i>(26 de abril)</i> <i>(Votación adelantada)</i>
		8 am – 5 pm				
April 27 No Voting <i>(27 de abril)</i> <i>(Sin votar)</i>	April 28 Early Voting <i>(28 de abril)</i> <i>(Votación adelantada)</i>	April 29 Early Voting <i>(29 de abril)</i> <i>(Votación adelantada)</i>	April 30 <i>(30 de abril)</i>	May 1 <i>(1 de mayo)</i>	May 2 <i>(2 de mayo)</i>	May 3 Election Day <i>(3 de mayo)</i> <i>(Día de elección)</i>
	7am - 7pm	7am - 7pm				7am – 7pm

Polling Location (Lugar de Votación)	Room Name (Nombre de la habitación)	Address (Dirección)	City (Ciudad)	Zip Code (Código postal)
Allen ISD Service Center	Main Lobby	1451 N. Watters Rd.	Allen	75013
Allen Municipal Courts Facility	Community Room	301 Century Pkwy.	Allen	75013
Anna Municipal Complex	Lobby	120 W. 7th St.	Anna	75409
Blue Ridge ISD Administration Building	Board of Trustees Board Room	318 W. School St.	Blue Ridge	75424
Carpenter Park Recreation Center	South Lobby	6701 Coit Rd.	Plano	75024
Children's Health StarCenter	Activity Room	6993 Star Ave.	McKinney	75070
Collin College Celina Campus	Classroom CEC110	2505 Kinship Pkwy.	Celina	75009
Collin College Farmersville Campus	Atrium	501 S. Collin Pkwy.	Farmersville	75442
Collin College Frisco Campus	Building J, Room 113	9700 Wade Blvd.	Frisco	75035
Collin College Higher Education Center	Atrium	3452 Spur 399	McKinney	75069

Polling Location (Lugar de Votación)	Room Name (Nombre de la habitación)	Address (Dirección)	City (Ciudad)	Zip Code (Código postal)
Collin College McKinney Campus	Atrium C Square	2200 University Dr.	McKinney	75071
Collin College Plano Campus	Atrium D Square	2800 E. Spring Creek Pkwy.	Plano	75074
Collin College Wylie Campus	Lobby	391 Country Club Rd.	Wylie	75098
Collin County Elections (Main Early Voting Location)	Voting Room	2010 Redbud Blvd., Suite 102	McKinney	75069
Davis Library	Children's Program Room	7501 Independence Pkwy. A	Plano	75025
East Plano Islamic Center	Mulitpurpose Room	4700 14th St.	Plano	75074
Frisco Fire Station #05	Training Room	14300 Eldorado Pkwy.	Frisco	75035
Frisco Fire Station #08	Training Room	14700 Rolater Rd.	Frisco	75035
Gay Library	Meeting Room	6861 W. Eldorado Pkwy.	McKinney	75070
Haggard Library	Programs Room	2501 Coit Rd.	Plano	75075
Harrington Library	Thelma Rice Sproles Program Room	1501 18th St.	Plano	75074
Lavon City Hall	Gymnasium	120 School Rd.	Lavon	75166
Lovejoy ISD Administration Building	Portable #1 Training Room	259 Country Club Rd.	Allen	75002
Lucas Community Center	Community Room	665 Country Club Rd.	Lucas	75002
McKinney Fire Station #05	Community Room	6600 Virginia Pkwy.	McKinney	75071
McKinney Fire Station #07	Community Room	861 Independence Pkwy.	McKinney	75072
McKinney Fire Station #09	Community Room	4900 Summit View Dr.	McKinney	75071
McKinney Municipal Complex	TBD	401 E. Virginia St.	McKinney	75069
McKinney Senior Recreation Center	Meeting Room	1400 S. College St.	McKinney	75069
Melissa Public Safety Building	Court Room	2402 McKinney St.	Melissa	75454
Methodist Medical Center Richardson	Conference Room A	2831 E. President George Bush Hwy.	Richardson	75082
Michael J. Felix Community Center	Rooms A and B	3815-E Sachse Rd.	Sachse	75048
Murphy Activity Center	The Great Hall	201 N. Murphy Rd.	Murphy	75094
Parker City Hall	Council Chambers	5700 E. Parker Rd.	Parker	75002

Polling Location (Lugar de Votación)	Room Name (Nombre de la habitación)	Address (Dirección)	City (Ciudad)	Zip Code (Código postal)
Parr Library	Programs Room	6200 Windhaven Pkwy.	Plano	75093
Prosper Town Hall	Community Room	250 W. First St.	Prosper	75078
Renner-Frankford Branch Library	Programs Room	6400 Frankford Rd.	Dallas	75252
St. Paul Town Hall	Council Chambers	2505 Butcher's Block	St. Paul	75098
Terry Pope Administration Building	Community ISD Board Room	611 N. FM 1138	Nevada	75173
The Grove at Frisco Commons	Game Room C	8300 McKinney Rd.	Frisco	75034
Weston Community Center	Main Room	117 Main St.	Weston	75097
Wylie Community Park Center	Meeting Room East	800 Thomas St. #100	Wylie	75098

***Polling locations are subject to change. For the most current list of locations, please visit the Elections webpage at www.collincountytx.gov/elections.**

(*Los lugares de votación están sujetos a cambios. Para obtener la lista más actualizada de ubicaciones, visite la página web de Elecciones en www.collincountytx.gov/elections.)

Applications for ballot by mail may be mailed and must be received no later than the close of business on April 22, 2025, to:

(*Las solicitudes de boleta por correo pueden enviarse por correo y deben recibirse a más tardar el 22 de abril de 2025 para:*)

Kaleb Breaux, Early Voting Clerk
 2010 Redbud Blvd. Suite 102
 McKinney, Texas 75069
 972-547-1900
www.collincountytx.gov

Applications for ballot by mail may also be faxed or emailed and must be received no later than the close of business on April 22, 2025. For an application for ballot by mail submitted by telephonic facsimile machine or electronic transmission to be effective, the hard copy of the application must also be submitted by mail and be received by the early voting clerk not later than the fourth business day after the transmission by telephonic facsimile machine or electronic transmission is received. (Texas Election Code 84.007)

(*Las solicitudes de boleta por correo también pueden enviarse por fax o correo electrónico y deben recibirse antes del cierre de operaciones el 22 de abril de 2025. Para que una solicitud de boleta por correo enviada por máquina de fax o transmisión electrónica sea efectiva, la copia impresa de la solicitud también debe presentarse por correo y ser recibida por el secretario de votación anticipada a más tardar el cuarto día hábil posterior a la recepción de la transmisión por fax o máquina electrónica de fax. (Código Electoral de Texas 84.007).)*)

Fax (Fax) – 972-547-1996
Email (Correo electrónico) – absenteemailballoting@collincountytx.gov

Election Day Vote Centers for the May 3, 2025 Joint General and Special Election – 7 am - 7 pm**(Centros de votación del día de las elecciones para las Elección de general y especial conjunta del 3 de mayo de 2025 – 7 am – 7pm*)*

Important Note: Eligible Collin County registered voters (with an effective date of registration on or before May 3, 2025) may vote at any Election Day location.

(Nota importante: Los votantes registrados elegibles del Condado de Collin (con una fecha efectiva de registro en o antes del 3 de mayo de 2025 puede votar en cualquier lugar el día de las elecciones.)

Polling Location (Lugar de Votación)	Room Name (Nombre de la habitación)	Address (Dirección)	City (Ciudad)	Zip Code (Código postal)
Aldridge Elementary School	Gym	720 Pleasant Valley Ln.	Richardson	75080
Allen ISD Service Center	Main Lobby	1451 N. Watters Rd.	Allen	75013
Allen Municipal Courts Facility	Community Room	301 Century Pkwy.	Allen	75013
Anna Municipal Complex	Lobby	120 W. 7th St.	Anna	75409
Armstrong Middle School	Gym	3805 Timberline Dr.	Plano	75074
Bethany Elementary School	Gym	2418 Micarta Dr.	Plano	75025
Blue Ridge ISD Administration Building	Board of Trustees Board Room	318 W. School St.	Blue Ridge	75424
Bowman Middle School	Cafeteria Foyer in Corridor H	2501 Jupiter Rd.	Plano	75074
Carpenter Middle School	Small Gym	3905 Rainier Rd.	Plano	75023
Carpenter Park Recreation Center	South Lobby	6701 Coit Rd.	Plano	75024
Children's Health StarCenter	Activity Room	6993 Star Ave.	McKinney	75070
Collin College Celina Campus	Classroom CEC110	2505 Kinship Pkwy.	Celina	75009
Collin College Farmersville Campus	Atrium	501 S. Collin Pkwy.	Farmersville	75442
Collin College Frisco Campus	Building J, Room 113	9700 Wade Blvd.	Frisco	75035
Collin College Higher Education Center	Atrium	3452 Spur 399	McKinney	75069
Collin College McKinney Campus	Atrium C Square	2200 University Dr.	McKinney	75071
Collin College Plano Campus	Atrium D Square	2800 E. Spring Creek Pkwy.	Plano	75074
Collin College Wylie Campus	Lobby	391 Country Club Rd.	Wylie	75098
Collin County Elections Office	Voting Room	2010 Redbud Blvd., Suite 102	McKinney	75069
Davis Library	Children's Program Room	7501 Independence Pkwy. A	Plano	75025

Polling Location (Lugar de Votación)	Room Name (Nombre de la habitación)	Address (Dirección)	City (Ciudad)	(Código postal)
East Plano Islamic Center	Mulitpurpose Room	4700 14th St.	Plano	75074
Fairview Town Hall	Council Chambers	372 Town Place	Fairview	75069
Frazier Elementary School	TBD	1600 N. Sweetwater Cv.	McKinney	75071
Frisco Fire Station #05	Training Room	14300 Eldorado Pkwy.	Frisco	75035
Frisco Fire Station #08	Training Room	14700 Rolater Rd.	Frisco	75035
Gay Library	Meeting Room	6861 W. Eldorado Pkwy.	McKinney	75070
Haggar Elementary School	Gym	17820 Campbell Rd.	Dallas	75252
Haggard Middle School	Main Vestibule	2832 Parkhaven Dr.	Plano	75075
Hendrick Middle School	Gym	7400 Red River Dr.	Plano	75025
Lavon City Hall	Gymnasium	120 School Rd.	Lavon	75166
Lovejoy ISD Administration Building	Portable #1 Training Room	259 Country Club Rd.	Allen	75002
Lucas Community Center	Community Room	665 Country Club Rd.	Lucas	75002
McKinney Boyd High School	Library	600 Lake Forest Dr.	McKinney	75071
McKinney Fire Station #05	Community Room	6600 Virginia Pkwy.	McKinney	75071
McKinney Fire Station #07	Community Room	861 Independence Pkwy.	McKinney	75072
McKinney Fire Station #09	Community Room	4900 Summit View Dr.	McKinney	75071
McKinney High School	Performing Arts Center Lobby	1400 Wilson Creek Pkwy.	McKinney	75069
McKinney Municipal Complex	TBD	401 E. Virginia St.	McKinney	75069
McKinney North High School	Auditorium Lobby	2550 Wilmeth Rd.	McKinney	75071
Melissa Public Safety Building	Court Room	2402 McKinney St.	Melissa	75454
Methodist Medical Center Richardson	Conference Room A	2831 E. President George Bush Hwy.	Richardson	75082
Michael J. Felix Community Center	Rooms A and B	3815-E Sachse Rd.	Sachse	75048
Miller Elementary School	Gym	5651 Coventry Dr.	Richardson	75082
Murphy Activity Center	The Great Hall	201 N. Murphy Rd.	Murphy	75094
Parker City Hall	Council Chambers	5700 E. Parker Rd.	Parker	75002

Polling Location (Lugar de Votación)	Room Name (Nombre de la habitación)	Address (Dirección)	City (Ciudad)	(Código postal)
Parr Library	Programs Room	6200 Windhaven Pkwy.	Plano	75093
Prosper Town Hall	Community Room	250 W. First St.	Prosper	75078
Renner-Frankford Library	Programs Room	6400 Frankford Rd.	Dallas	75252
Robinson Middle School	Gym	6701 Preston Meadow Dr.	Plano	75024
Schimelpfenig Middle School	Front Foyer	2400 Maumelle Dr.	Plano	75023
Shepton High School	Gym	5505 Plano Pkwy.	Plano	75093
St. Paul Town Hall	Council Chambers	2505 Butcher's Block	St. Paul	75098
Terry Pope Administration Building	Community ISD Board Room	611 N. FM 1138	Nevada	75173
The Grove at Frisco Commons	Game Room C	8300 McKinney Rd.	Frisco	75034
Tom Muehlenbeck Recreation Center	Meeting Room A	5801 W. Parker Rd.	Plano	75093
Weston Community Center	Main Room	117 Main St.	Weston	75097
Wilson Middle School	F113	1001 Custer Rd.	Plano	75075
Wylie Community Park Center	Meeting Room East	800 Thomas St. #100	Wylie	75098

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Kaleb Breaux, Early Voting Clerk
2010 Redbud Blvd. Suite 102
McKinney, Texas 75069
972-547-1900
www.collincountytx.gov

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(Las solicitudes de boleta por correo también pueden enviarse por fax o correo electrónico y deben recibirse antes del cierre de operaciones el 22 de abril de 2025. Para que una solicitud de boleta por correo enviada por máquina de fax o transmisión electrónica sea efectiva, la copia impresa de la solicitud también debe presentarse por correo y ser recibida por el secretario de votación anticipada a más tardar el cuarto día hábil posterior a la recepción de la transmisión por fax o máquina electrónica de fax. (Código Electoral de Texas 84.007).)

Fax (Fax) – 972-547-1996
Email (Correo electrónico) – absenteemailballoting@collincountytx.gov

Collin County Election Services
May 3, 2025 Joint Election

Parker City

	Registered Voters Percentage				4,695 0.2324674%
Category	Estimated Polling Locations	Estimated Units or Description	Cost Per Unit	Estimated Election Expenses	Estimated Entity Expenses
Early Voting by Mail					
Kits - Mail Ballots		4,000 \$	1.15 \$	4,600.00 \$	10.69
Postage		4,000 \$	0.88 \$	3,520.00 \$	8.18
Paper Ballot Printing Services		0 \$	0.38 \$	- \$	-
Paper Ballot Shipping (per box)		0 \$	30.00 \$	- \$	-
Ballot Stock - BOD		4,000 \$	0.12 \$	480.00 \$	1.12
Category Subtotal				8,600.00 \$	19.99
General Election Expenses					
Mileage			Per Election	\$ 500.00	\$ 1.16
Van / Car Rental		8 vans for 6 weeks @ \$650 per week	Per Election	\$ 31,200.00	\$ 72.53
Election Night Receiving Cover			Per Election	\$ 3,167.80	\$ 7.36
Polling Place Rental			Per Election	\$ 30,000.00	\$ 69.74
Notice of Election			Per Election	\$ 9,700.00	\$ 22.55
Security - EV			Per Election	\$ 2,000.00	\$ 4.65
Security - ED including Traffic Control			Per Election	\$ 2,000.00	\$ 4.65
Early Voting Ballot Board			Per Election	\$ 15,037.00	\$ 34.96
FICA - Election Workers	\$ 622,875.00		Per Election	\$ 47,649.94	\$ 110.77
County Employee/IT Overtime - EV/ED			Per Election	\$ 30,000.00	\$ 69.74
Process Pollworker Checks - EV	42	336 \$	1.50 \$	504.00 \$	1.17
Process Pollworker Checks - ED	58	464 \$	1.50 \$	696.00 \$	1.62
Drayage Per Location - ED	58	116 \$	202.00 \$	23,432.00 \$	54.47
Drayage Per Location - EV	42	84 \$	202.00 \$	16,968.00 \$	39.45
Category Subtotal				\$ 212,854.74	\$ 494.82
Programming					
Coding Services		25 Days @ \$1975 / day	\$ 50,000.00	\$ 116.23	
Balotar Programming		Per Election	\$ 1,400.00	\$ 3.25	
Category Subtotal			\$ 51,400.00	\$ 119.49	
Early Voting by Personal Appearance					
Election Judge OT - EV (with OT)		\$ 15.00 \$	64,680.00 \$	\$ 150.36	
Alternate Judge OT - EV (with OT)		\$ 14.00 \$	60,438.00 \$	\$ 140.50	
Clerk OT - EV (8 per location, with OT)		\$ 13.00 \$	330,876.00 \$	\$ 769.18	
ES&S Support Staff / Field Techs - EV		40 Days \$	194,700.00 \$	\$ 452.61	
Equipment Assembly - EV	42	58 \$	50.00 \$	2,900.00 \$	\$ 6.74
Category Subtotal				\$ 653,594.00	\$ 1,519.39
Election Day and Tabulation					
Election Day/Post Election Vendor Support		15 Days	\$ 53,900.00	\$ 125.30	
Notice of Inspection/Tabulation Test		Per Election	\$ 1,500.00	\$ 3.49	
Category Subtotal			\$ 55,400.00	\$ 128.79	

Parker City

Registered Voters	4,695
Percentage	0.2324674%

Category	Estimated Polling Locations	Estimated Units or Description	Cost Per Unit	Estimated Election Expenses	Estimated Entity Expenses
Supply Cost					
Ballots - Card Stock ExpressVote - EV		133,000	\$ 0.19	\$ 25,270.00	\$ 58.74
Ballots - Card Stock ExpressVote - ED		67,000	\$ 0.14	\$ 9,380.00	\$ 21.81
Test Ballots		3,000	\$ 0.29	\$ 870.00	\$ 2.02
Kits - ED	42	42	\$ 60.00	\$ 2,520.00	\$ 5.86
Kits - EV	58	58	\$ 32.00	\$ 1,856.00	\$ 4.31
Kits - Provisional EV	42	42	\$ 52.00	\$ 2,184.00	\$ 5.08
Kits - Provisional ED	58	58	\$ 45.00	\$ 2,610.00	\$ 6.07
Polling Place Maps - EV	42	42	\$ 25.00	\$ 1,050.00	\$ 2.44
Polling Place Maps - ED	58	58	\$ 25.00	\$ 1,450.00	\$ 3.37
Signs Metal (5 per location)	100	500	\$ 5.00	\$ 2,500.00	\$ 5.81
Signs Wood	100	100	\$ 2.00	\$ 200.00	\$ 0.46
Ballot Card Stock - Provisional - EV (50 PL)	42	2,100	\$ 0.21	\$ 430.50	\$ 1.00
Ballot Card Stock - Provisional - ED (50 PL)	58	2,900	\$ 0.16	\$ 464.00	\$ 1.08
Ballots - Sample - All Packs	0	0	Per Election	\$ 3,000.00	\$ 6.97
Printer Labels - EV (1 roll per location)	42	168	\$ 6.97	\$ 1,170.96	\$ 2.72
Printer Labels - ED (1 roll per location)	58	116	\$ 6.97	\$ 808.52	\$ 1.88
Category Subtotal				\$ 55,763.98	\$ 129.63
Equipment					
Cabinet Security - EV	42	58	\$ 200.00	\$ 11,600.00	\$ 26.97
Cabinet Security - ED	58	74	\$ 200.00	\$ 14,800.00	\$ 34.41
Computer Cabinet - EV	42	0	\$ 50.00	\$ -	\$ -
DS200 Ballot Counter - EV	42	58	\$ 350.00	\$ 20,300.00	\$ 47.19
DS200 Ballot Counter - ED	58	74	\$ 350.00	\$ 25,900.00	\$ 60.21
ExpressVote - EV (9 per location)	42	522	\$ 200.00	\$ 104,400.00	\$ 242.70
Express Vote - ED (9 per location)	58	666	\$ 200.00	\$ 133,200.00	\$ 309.65
ExpressTouch - EV	42	58	\$ 200.00	\$ 11,600.00	\$ 26.97
ExpressTouch - ED	58	74	\$ 200.00	\$ 14,800.00	\$ 34.41
Category Subtotal				\$ 336,600.00	\$ 782.49
Personnel					
Election Judge - ED			\$ 15.00	\$ 22,330.00	\$ 51.91
Alternate Election Judge - ED			\$ 14.00	\$ 20,938.00	\$ 48.67
Clerk - ED (6 per location)			\$ 13.00	\$ 108,576.00	\$ 252.40
Category Subtotal				\$ 151,844.00	\$ 352.99
Election Expense					
Cost (minimum)				\$ 1,526,056.72	\$ 3,547.58
10% Administrative Fee					\$ 354.76
Total Cost					\$ 3,902.34
90% deposit due Friday, March 28, 2025					\$ 3,512.11



Council Agenda Item

Budget Account Code:		Meeting Date:	See above.
Budgeted Amount:		Department/ Requestor: City Council	
Fund Balance-before expenditure:		Prepared by:	ACA/CS Scott Grey for Interim City Attorney Clifton
Estimated Cost:		Date Prepared:	January 20, 2025
Exhibits:	1. <u>Proposed Resolution</u> 2. <u>Model Staff Report</u>		

AGENDA SUBJECT

CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON RESOLUTION NO. 2025-829 AUTHORIZING CONTINUED PARTICIPATION WITH THE STEERING COMMITTEE OF CITIES SERVED BY ONCOR; AND AUTHORIZING THE PAYMENT OF ELEVEN CENTS PER CAPITA TO THE STEERING COMMITTEE TO FUND REGULATORY AND LEGAL PROCEEDINGS AND ACTIVITIES RELATED TO ONCOR ELECTRIC DELIVERY COMPANY, LLC.

SUMMARY

The City of Parker is a member of a 169-member city coalition known as the Steering Committee of Cities Served by Oncor (Steering Committee). The resolution approves the assessment of a eleven cent (\$0.11) per capita fee to fund the activities of the Steering Committee.

POSSIBLE ACTION

City Council may direct staff to take appropriate action.

Inter – Office Use

Approved by:	Enter Text Here		
Department Head/ Requestor:	<i>Patti Scott Grey</i>	Date:	01/30/2025
Interim City Attorney:	<i>Catherine Clifton</i>	Date:	01/31/2025 via Municode
Mayor	<i>Lee Pettle</i>	Date:	01/ XX /2025

RESOLUTION NO. 2025-829

(Oncor Steering Committee)

A RESOLUTION OF THE CITY OF PARKER, COLLIN COUNTY, TEXAS, AUTHORIZING CONTINUED PARTICIPATION WITH THE STEERING COMMITTEE OF CITIES SERVED BY ONCOR; AND AUTHORIZING THE PAYMENT OF ELEVEN CENTS PER CAPITA TO THE STEERING COMMITTEE TO FUND REGULATORY AND LEGAL PROCEEDINGS AND ACTIVITIES RELATED TO ONCOR ELECTRIC DELIVERY COMPANY, LLC.

WHEREAS, the City of Parker is a regulatory authority under the Public Utility Regulatory Act (PURA) and has exclusive original jurisdiction over the rates and services of Oncor Electric Delivery Company, LLC (Oncor) within the municipal boundaries of the city; and

WHEREAS, the Steering Committee of Cities Served By Oncor (Steering Committee) has historically intervened in Oncor rate proceedings and electric utility related rulemakings to protect the interests of municipalities and electric customers residing within municipal boundaries; and

WHEREAS, the Steering Committee is participating in Public Utility Commission dockets and projects, as well as court proceedings, and legislative activity, affecting transmission and distribution utility rates; and

WHEREAS, the City is a member of the Steering Committee; and

WHEREAS, the Steering Committee functions under the direction of an Executive Committee which sets an annual budget and directs interventions before state and federal agencies, courts and legislatures, subject to the right of any member to request and cause its party status to be withdrawn from such activities; and

WHEREAS, the Steering Committee at its December 2024 meeting set a budget for 2025 that compels an assessment of eleven cents (\$0.11) per capita; and

WHEREAS, in order for the Steering Committee to continue its participation in these activities which affects the provision of electric utility service and the rates to be charged, it must assess its members for such costs.

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

I.

That the City is authorized to continue its membership with the Steering Committee of Cities Served by Oncor to protect the interests of the City of Parker and protect the interests of the customers of Oncor Electric Delivery Company, LLC residing and conducting business within the City limits.

II.

The City is further authorized to pay its assessment to the Steering Committee of eleven cents (\$0.11) per capita based on the population figures for the City shown in the latest TML Directory of City Officials.

III.

A copy of this Resolution and the assessment payment check made payable to “*Steering Committee of Cities Served by Oncor, c/o City of Arlington*” shall be sent to Brandi Stigler, Steering Committee of Cities Served by Oncor, Mail Stop 63-0300, PO Box 90231, Arlington, Texas 76004.

PRESENTED AND PASSED on this the 4th day of February, 2025, by a vote of _____ ayes and _____ nays at a regular meeting of the City Council of the City of Parker, Texas.

BY: _____
LEE PETTLE, MAYOR

ATTEST:

BY: _____
**PATTI SCOTT GREY,
CITY SECRETARY**

APPROVED AS TO LEGAL FORM:

BY: _____
**CATHERINE CLIFTON
INTERIM CITY ATTORNEY**

STAFF REPORT ON ASSESSMENT RESOLUTION FOR STEERING COMMITTEE OF CITIES SERVED BY ONCOR

Purpose of the Resolution

The City of Parker, Texas is a member of a 169-member city coalition known as the Steering Committee of Cities Served by Oncor (Steering Committee). The resolution approves the assessment of a eleven cent (\$0.11) per capita fee to fund the activities of the Steering Committee.

Why this Resolution is Necessary

The Steering Committee undertakes activities on behalf of municipalities for which it needs funding support from its members. Municipalities have original jurisdiction over the electric distribution rates and services within the city. The Steering Committee has been in existence since the late 1980s. It took on a formal structure in the early 1990s. Empowered by city resolutions and funded by per capita assessments, the Steering Committee has been the primary public interest advocate before the Public Utility Commission, ERCOT, the courts, and the Legislature on electric utility regulation matters for over three decades.

The Steering Committee is actively involved in rate cases, appeals, rulemakings, and legislative efforts impacting the rates charged by Oncor Electric Delivery Company, LLC within the City. Steering Committee representation is also strong at ERCOT. It is possible that additional efforts will be necessary on new issues that arise during the year, and it is important that the Steering Committee be able to fund its participation on behalf of its member cities. A per capita assessment has historically been used and is a fair method for the members to bear the burdens associated with the benefits received from that membership.

Explanation of “Be It Resolved” Paragraphs

I. The City is currently a member of the Steering Committee; this paragraph authorizes the continuation of the City’s membership.

II. This paragraph authorizes payment of the City’s assessment to the Steering Committee in the amount of eleven cents (\$0.11) per capita, based on the population figure for the City as shown in the latest TML Directory of City Officials.

III. This paragraph requires payment of the 2025 assessment be made and a copy of the resolution be sent to the Steering Committee.

Payment of Assessment

A copy of the resolution should be mailed with payment of the fee to Brandi Stigler, Steering Committee of Cities Served by Oncor, Mail Stop 63-0300, PO Box 90231, Arlington, Texas 76004. Checks should be made payable to: ***Steering Committee of Cities Served by Oncor, c/o City of Arlington***



Council Agenda Item

Budget Account Code:		Meeting Date:	See above.
Budgeted Amount:		Department/ Requestor: City Council	
Fund Balance-before expenditure:		Prepared by:	ACA/CS Scott Grey for Public Works Director Machado
Estimated Cost:		Date Prepared:	January 29, 2025
Exhibits:	1. <u>Proposed Resolution</u> 2. <u>Lewis Lane Proposal for work</u>		

AGENDA SUBJECT

DISCUSSION, CONSIDERATION, AND/OR ANY APPROPRIATE ACTION ON RESOLUTION 2025-830 AUTHORIZING THE USE OF CITY RESOURCES TO REPAIR PORTIONS OF LEWIS LANE BETWEEN PARKER ROAD AND THE LEWIS LANE LIFT STATION.

SUMMARY

Discuss attached proposal to repair a 1,680sf section of Lewis Lane.

POSSIBLE ACTION

City Council may direct staff to take appropriate action.

Inter – Office Use

Approved by:	Enter Text Here		
Department Head/ Requestor:	<i>Gary Machado</i>	Date:	01/29/2025
Interim City Attorney:	<i>Catherine Clifton</i>	Date:	01/ xx /2025 via Municode
Mayor	<i>Lee Pettle</i>	Date:	01/ xx /2025



Proposal for Work

Anderson A

Meeting Date: 02/04/2025 Item 7.

Dallas, TX 75229
www.aacpaving.com

Rep: Cory Henneberg

Phone: 214-352-3400

Proposal: CH250111

Date: 1/22/2025

To:

City Of Parker
Attn: Gary Machado
5700 E. Parker Road
Parker, Tx 75002

Project:

Lewis Lane Patch
Lewis Lane
Parker, Tx

Scope of Work

Provide labor and materials for the scope of work described below at the above location. The following bid is based on the documents listed below, as provided to Subcontractor. Documents include:

NO DOCUMENTS PROVIDED

Scope(s) of work which may or may not be in Subcontractor's classification which is(are) noted in documents not included in above list is(are) specifically excluded from Subcontractor's bid. Work to include the following items:

Item	Description	Quantity	UOM	Unit Price	Extended Price
01)	Cement Stabilize 40LBS\SY	1,680	SF	3.95	6,636.00
02)	3" TYPE C HMAC	1,680	SF	5.00	8,400.00
03)	Bond	1	LS	305.39	305.39

Exclusions

Bid does not include Permits, Sales Tax, or AGC Dues.

Excludes barricades, testing, striping, utility adjustments, and traffic control.

Bid does not include Prime Coat unless spelled out as a bid item.

No survey or engineering

Water source to be furnished on site by prime contractor.

Bid is based on up to one (1) move in's, additional move in's will be billed @ \$2,500.00 each.

Anderson Asphalt & Concrete Paving, LLC. will not be held liable for any items of work not quoted above.

Not responsible for delays due to circumstances beyond our control.

This quote to be included in any subcontract offered to Anderson Asphalt & Concrete Paving, LLC.

Subcontractor's bid and its agreement to perform the work set forth herein are explicitly contingent upon Subcontractor and Contractor negotiating mutually acceptable Subcontract terms.

Proposal Total: **15,341.39**

Any failure of the materials used in construction to conform to the requirements of the contract document or failure of workmanship to conform to standards utilized by generally proficient builders engaged in similar work and performing under similar circumstances shall be rectified at the expense of Contractor in a prompt fashion. This paragraph supersedes and/or overrides any implied warranties under Texas Law.

ACCEPTANCE: "The terms and conditions contained herein this proposal shall be an integral part of any agreement for the work, which, by authorized signature, the contracting party acknowledges to have read, understood and agreed."

Submitted By:	Acceptance:
By: Cory Henneberg	By: _____
Title: Vice President	Title: _____
Date: 01/22/2025	Date: _____

TERMS AND CONDITIONS

Meeting Date: 02/04/2025 Item 7.

To be Included in the Contract for the Work Included in this Proposal

- 1.** Anderson Asphalt & Concrete Paving LLC, hereinafter referred to as Subcontractor, shall not be liable for any damages, direct, indirect, or consequential, caused to any utilities, objects or other facilities located beneath the area of construction unless, prior to commencement of construction activities, Subcontractor is advised in writing of the existence of such utilities, objects or other facilities and their location is clearly identified and marked by the Contractor or Owner. Contractor or Owner agrees to indemnify and hold Subcontractor, its agents, employees, officers, and directors harmless from any and all liability for any such damages to any utilities, objects or other facilities located beneath the area of construction.
- 2.** Contractor or Owner fully understands that Subcontractor may require the use of specialized heavy equipment to perform the work required. Contractor or Owner represents and warrants to Subcontractor that the area of the property designed for ingress and egress to the construction area is structurally sound and will support the equipment required by Subcontractor. Subcontractor shall not be liable for any damages, direct, indirect, or consequential, caused to Owner's property designated ingress and egress as result of the transportation and movement of specialized heavy equipment to and from the area of construction: provided, however, if such damages do occur, Subcontractor agrees to repair any such damages at an additional charge in accordance with normal rates charged by Subcontractor for such services.
- 3.** Anderson Asphalt & Concrete Paving LLC is not responsible for any damages, deterioration, or failure of its work, whether completed or in progress, due to any cause or causes beyond our control. This exclusion includes but is not limited to failure of sub-grade or failure of or inadequacy of any labor or materials not furnished and installed by Anderson Asphalt & Concrete Paving LLC, whether or not such failure or inadequacy was or could have been known at the time the work was undertaken.
- 4.** The Subcontractor and Contractor/Owner waive Claims against each other for consequential damages arising out of or relating to the Work included herein. This mutual waiver includes damages incurred by the Contractor/Owner for rental expenses, losses of use, income, profit, financing, business, and reputation, and for loss of management or employee productivity or of the services of such persons; and damages incurred by the Subcontractor for principal office expenses including the compensation of personnel stationed there, for losses of financing, business and reputation, and for loss of profit except anticipated profit arising directly from the Work.
- 5.** Unless otherwise provided in this contract, Subcontractor reserves the exclusive right to schedule the method and manner by which the work shall be completed: however, Subcontractor shall provide Contractor with reasonable notice of the commencement of work in order to allow Contractor or Owner to make arrangements to have the area of construction cleared which shall be the sole responsibility of the Contractor or Owner. Subcontractor shall not be liable for any damages, direct, indirect or consequential, caused to any vehicles, trailers, equipment or other movable obstacles which remain in the area of construction during the period of construction and Contractor and Owner agree to indemnify and hold Anderson Asphalt & Concrete Paving LLC, its agents, employees, officers and directors harmless from any and all liability for any such damages to any vehicles, boats, trailers, equipment or other movable obstacles which remain in the area of construction during the period of construction. Subcontractor reserves the right to postpone construction activities if the area of construction is not sufficiently clear at the time Subcontractor has scheduled commencement of construction. If Subcontractor is delayed in the commencement of construction due to Contractor or Owner's failure to provide a clear construction area, Subcontractor may impose a delay charge equal to the reasonable hourly costs of the persons, equipment and supplies designated for this contract which hourly charge shall commence as of 1 hour after arrival of the Subcontractor's Workers on the day that construction was scheduled to commence and shall continue for each hour of delay up to a maximum of eight hours per day until the area is sufficiently clear to allow commencement of construction. This amount shall be in addition to all other contract amounts.
- 6.** Subcontractor shall not be required to make any changes, deletions, additions or modifications to the contract terms and specifications without a proper written change order signed by the contracting parties. Any such change orders shall be in addition to the original contract. The change order form shall provide for an adjustment in the estimated cost and the completion date, if applicable.
- 7.** Prior to starting work, Subcontractor shall be responsible for obtaining and providing any workmen's compensation insurance for its employees and General Liability Insurance and Automobile Liability Insurance as to its' activities related to the work contained in this proposal; however, Subcontractor shall not be responsible or obligated to maintain Builders Risk Insurance.
- 8.** Payments must be made within 30 days of the last day of the month for which a Pay Application is submitted. **FAILURE OF THE CONTRACTOR OR OWNER TO PAY FOR MATERIAL OR SERVICES TO COMPLETE THIS CONTRACT CAN RESULT IN THE FILING OF A MECHANICS LIEN OR BOND CLAIM AGAINST THE PROPERTY THE SUBJECT OF THIS PROPOSAL.**
- 9.** Should Subcontractor encounter abnormal soil conditions, rock, or other reasonably unforeseen conditions below the surface of the ground, requiring a variance in the plans and specifications or requiring the performance of additional work in order to complete construction, the parties agree to execute a change order in accordance with Paragraph 6 hereto, which provides for the reimbursement to Anderson Asphalt & Concrete Paving LLC. of additional cost and fees incurred by reason of such conditions and an extension of the time of completion. Unless otherwise provided in this contract, testing, permits, or engineering are not included in the contract price.
- 10.** All disputes hereunder shall be decided by binding arbitration in accordance with the Construction Industry Arbitration Rules of the American Arbitration Association. The venue of any such proceedings shall be Dallas, Texas and each party hereto shall be entitled to one Request for Production of Documents and to one deposition. If either party to this Contract shall seek to enforce this Contract, or any duties or obligations arising out of this Contract, against the other party to this Contract, the prevailing party in such arbitration shall receive, in addition to all other rights and remedies to which such party is entitled, such party's reasonable cost and expenses incurred in such proceedings, including reasonable attorney's fees.
- 11.** This Proposal (including the exhibits hereto) contains the entire Proposal for the Work, and no oral statements or prior written matters not specifically incorporated herein shall be of any force and effect. No variation, modification or changes hereto shall be binding on any party hereto unless set forth in a document executed by all such parties. Furthermore (and in the event of a separate Vendor or other agreement signed by both parties) no such agreement shall control in the event there is a conflicting provision in this agreement and no such agreement may impose additional scope of the work duties or insurance requirements not specifically included in this agreement.
- 12.** The laws of the state of Texas shall govern the validity, enforcement, and interpretation of any Contract for this Work.

END



Council Agenda Item

Budget Account Code:		Meeting Date: See above.
Budgeted Amount:		Department/ Requestor: Council
Fund Balance-before expenditure:	Prepared by:	ACA/CS Scott Grey for Public Works Director Gary Machado
Estimated Cost:	Date Prepared:	January 31, 2025
Exhibits:	1. <u>Proposed Resolution</u> 2. <u>Buckingham Estates Development Agreement</u> 3. <u>Any additional backup goes here.</u>	

AGENDA SUBJECT

CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON RESOLUTION 2025-831 APPROVING AN AGREEMENT BETWEEN THE CITY OF PARKER AND BUCKINGHAM LOT VENTURE, LTD., PROVIDING FOR ANNEXATION OF, AND A DEVELOPMENT AGREEMENT FOR, APPROXIMATELY 46.69 ACRES OF LAND IN THE EXTRATERRITORIAL JURISDICITON OF THE CITY OF PARKER (BUCKINGHAM ESTATES).

SUMMARY

Please see information provided.

POSSIBLE ACTION

City Council may direct staff to take appropriate action.

Inter – Office Use			
Approved by:	Enter Text Here		
Department Head/ Requestor:	<i>Gary Machado</i>	Date:	01/30/2025 via phone
Interim City Attorney:	<i>Catherine Clifton</i>	Date:	01/31/2025 via Municode
Mayor	<i>Lee Pettle</i>	Date:	01/ xx /2025

RESOLUTION NO. 2025-831

(Development Agreement – Buckingham Estates)

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PARKER, COLLIN COUNTY, TEXAS, APPROVING THE TERMS OF AN AGREEMENT BETWEEN THE CITY OF PARKER AND BUCKINGHAM LOT VENTURE, LTD., PROVIDING FOR ANNEXATION OF, AND A DEVELOPMENT AGREEMENT FOR, APPROXIMATELY 46.69 ACRES OF LAND IN THE EXTRATERRITORIAL JURISDICITON OF THE CITY OF PARKER DESCRIBED IN EXHIBIT A, ATTACHED HERETO; AUTHORIZING THE MAYOR TO EXECUTE THE AGREEMENT; AND PROVIDING A SAVINGS CLAUSE (BUCKINGHAM ESTATES).

WHEREAS, the City of Parker (“City”) and Buckingham Lot Venture, LTD. (“Buckingham”), (collectively, the “Parties”) have the power and authority to enter into this Agreement, including, but not limited to, the authority granted by Section 212.172 of the Texas Local Government Code; and

WHEREAS, the Parker City Council has reviewed the Agreement by and between the City of Parker and Buckingham Lot Venture, LTD, entitled “Annexation and Development Agreement,” a copy of which is attached hereto as Exhibit A and incorporated herein by reference (“Agreement”); and

WHEREAS, the Parker City Council finds that the terms thereof are in the best interests of the City and its residents, and should be approved;

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

SECTION 1. The recitals contained in the preamble of this Resolution are incorporated into the body of this Resolution as if set out fully herein.

SECTION 2. The terms and conditions of the Agreement set forth in Exhibit A are approved.

SECTION 3. The Mayor is hereby authorized to execute the Agreement, attached hereto as Exhibit A, and all other necessary and related documents in connection therewith on behalf of the City of Parker.

SECTION 4. That all provisions of any and all resolutions of the City of Parker found to be in conflict with the provisions of this Resolution be, and the same are hereby, repealed to the extent of the conflict, and all other provisions of the resolutions of the City of Parker not in conflict with the provisions of this Resolution shall remain in full force and effect.

**DULY PASSED AND APPROVED BY THE CITY COUNCIL OF PARKER,
COLLIN COUNTY, TEXAS, THIS 4th DAY OF FEBRUARY, 2025.**

PARKER:

Lee Pettle, Mayor

ATTEST:

Patti Scott Grey, City Secretary

APPROVED AS TO LEGAL FORM:

Catherine Clifton, Interim City Attorney

EXHIBIT A

ANNEXATION AND DEVELOPMENT AGREEMENT

Proposed



Council Agenda Item

Budget Account Code:		Meeting Date: See above.
Budgeted Amount:		Department/ Requestor: City Council
Fund Balance-before expenditure:		Prepared by: ACA/CS Scott Grey for Interim City Attorney Clifton
Estimated Cost:		Date Prepared: February 1, 2025
Exhibits:	1. Any Exhibits go here. 2.	

AGENDA SUBJECT

ACCEPT MAYOR PRO TEM REED'S LETTER OF RESIGNATION

SUMMARY

Summary goes here.

POSSIBLE ACTION

City Council may direct staff to take appropriate action.

Inter – Office Use

Approved by:	Enter Text Here		
Department Head/ Requestor:	<i>Patti Scott Grey</i>	Date:	02/01/2025
Interim City Attorney:	<i>Catherine Clifton</i>	Date:	02/xx/2025 via Municode
Mayor	<i>Lee Pettle</i>	Date:	02/xx/2025



Council Agenda Item

Budget Account Code:		Meeting Date: See above.
Budgeted Amount:		Department/ Requestor: City Council
Fund Balance-before expenditure:	Prepared by:	ACA/CS Scott Grey for Interim City Attorney Clifton
Estimated Cost:	Date Prepared:	February 1, 2025
Exhibits:	1. Any Exhibits go here. 2.	

AGENDA SUBJECT

CONSIDERATION AND APPROPRIATE ACTION TO FILL A COUNCILMEMBER VACANCY THROUGH MAY 2025 BY COUNCIL APPOINTMENT AS AUTHORIZED BY TEX. LOC. GOV'T CODE §22.010 FOR A TYPE A GENERAL LAW CITY WITH TWO YEAR TERMS AND ONE VACANCY; AND IF BY COUNCIL APPOINTMENT, APPOINTEE NOMINATION, IF ANY

SUMMARY

Summary goes here.

POSSIBLE ACTION

City Council may direct staff to take appropriate action.

Inter – Office Use

Approved by:	Enter Text Here		
Department Head/ Requestor:	<i>Patti Scott Grey</i>	Date:	02/01/2025
Interim City Attorney:	<i>Catherine Clifton</i>	Date:	02/xx/2025 via Municode
Mayor	<i>Lee Pettle</i>	Date:	02/xx/2025



Council Agenda Item

Budget Account Code:		Meeting Date: See above.
Budgeted Amount:		Department/ Requestor: City Council
Fund Balance-before expenditure:	Prepared by:	ACA/CS Scott Grey for Interim City Attorney Clifton
Estimated Cost:	Date Prepared:	February 1, 2025
Exhibits:	1. <u>Proposed Resolution</u> 2. <u>Any Exhibits go here.</u>	

AGENDA SUBJECT

CONSIDERATION AND APPROPRIATE ACTION CONCERNING RESOLUTION NO 2025-832 APPOINTING A COUNCILMEMBER TO SERVE EFFECTIVE FEBRUARY, 2025, THROUGH THE REGULARLY SCHEDULED ELECTION OF MAY 3, 2025, AND OATH OF OFFICE TO COUNCIL APPOINTEE, IF AN APPOINTMENT IS MADE.

SUMMARY

Summary goes here.

POSSIBLE ACTION

City Council may direct staff to take appropriate action.

Inter – Office Use

Approved by:	Enter Text Here		
Department Head/ Requestor:	<i>Patti Scott Grey</i>	Date:	02/01/2025
Interim City Attorney:	<i>Catherine Clifton</i>	Date:	02/xx/2025 via Municode
Mayor	<i>Lee Pettle</i>	Date:	02/xx/2025



Council Agenda Item

Budget Account Code:		Meeting Date: See above.
Budgeted Amount:		Department/ Requestor: City Council
Fund Balance-before expenditure:		Prepared by: ACA/CS Scott Grey for Interim City Attorney Clifton
Estimated Cost:		Date Prepared: February 1, 2025
Exhibits:	1. <u>Proposed Resolution</u> 2. Any Exhibits go here.	

AGENDA SUBJECT

CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON RESOLUTION NO. 2025-833 APPOINTING THE 2024-2025 MAYOR PRO TEM. [REMAINDER OR MAYOR PRO TEM REED'S TERM - RES. NO.. 2024-792]

SUMMARY

Summary goes here.

POSSIBLE ACTION

City Council may direct staff to take appropriate action.

Inter – Office Use

Approved by:	Enter Text Here		
Department Head/ Requestor:	<i>Patti Scott Grey</i>	Date:	02/01/2025
Interim City Attorney:	<i>Catherine Clifton</i>	Date:	02/xx/2025 via Municode
Mayor	<i>Lee Pettle</i>	Date:	02/xx/2025



Council Agenda Item

Budget Account Code:		Meeting Date: See above.
Budgeted Amount:		Department/ Requestor: City Council
Fund Balance-before expenditure:	Prepared by:	ACA/CS Scott Grey for Interim City Attorney Clifton
Estimated Cost:	Date Prepared:	February 1, 2025
Exhibits:	1. <u>Proposed Resolution</u> 2. <u>Any additional backup goes here.</u>	

AGENDA SUBJECT

CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON RESOLUTION NO. 2025-834 ON UPDATING THE INVESTMENT COMMITTEE.

SUMMARY

Summary goes here.

POSSIBLE ACTION

City Council may direct staff to take appropriate action.

Inter – Office Use			
Approved by:	Enter Text Here		
Department Head/ Requestor:	<i>Patti Scott Grey</i>	Date:	02/01/2025
Interim City Attorney:	<i>Catherine Clifton</i>	Date:	02/XX/2025 via Municode
Mayor	<i>Lee Pettie</i>	Date:	02/XX/2025



Council Agenda Item

Budget Account Code:	Meeting Date:	See above.
Budgeted Amount:	Department/ Requestor:	Council
Fund Balance-before expenditure:	Prepared by:	City Secretary Scott Grey for Mayor Pettle
Estimated Cost:	<i>Date Prepared:</i>	January 27, 2025
Exhibits:	<u>None</u>	

AGENDA SUBJECT

UPDATE(S):

FM2551

TEXAS COMMISSION ON ENVIRONMENTAL QUALITY (TCEQ)

PROJECTS IN PROGRESS

ENGINEERING REVIEW

NOISE COMMITTEE

LEWIS LANE

CHAPARRAL INTERSECTION

ANY ADDITIONAL UPDATES

PUMP STATION/PUBLIC WORKS BUILDING

SUMMARY

Please review information provided.

POSSIBLE ACTION

City Council may direct staff to take appropriate action.

Inter – Office Use

Approved by:	Enter Text Here		
Department Head/ Requestor:	<i>Patti Scott Grey</i>	Date:	01/30/2025
Interim City Attorney:	<i>Catherine Clifton</i>	Date:	01/xx/2025 via Municode
Mayor	<i>Lee Pettle</i>	Date:	01/xx/2025



Council Agenda Item

Budget Account Code:	Meeting Date:	See above.
Budgeted Amount:	Department/ Requestor:	City Council
Fund Balance-before expenditure:	Prepared by:	City Secretary Scott Grey for Mayor Pettle
Estimated Cost:	Date Prepared:	January 30, 2025
Exhibits:	<u>None</u>	

AGENDA SUBJECT

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

Mary Ellen Cavanaugh donated chips/snacks valued at \$50 to the Police Department.

Jerry Dorough donated \$100 to the Parker Fire Department.

Linda Ryan donated 2 boxes of Girl Scout Cookies valued at \$12 to City Staff.

SUMMARY

Please review information provided.

POSSIBLE ACTION

City Council may direct staff to take appropriate action.

Inter – Office Use			
Approved by:	Enter Text Here		
Department Head/ Requestor:	<i>Patti Scott Grey</i>	Date:	01/30/2025
Interim City Attorney:	<i>Catherine Clifton</i>	Date:	01/31/2025 via Municode
Mayor	<i>Lee Pettle</i>	Date:	01/ XX /2025



Council Agenda Item

Budget Account Code:	Meeting Date: See above.
Budgeted Amount:	Department/ Requestor: City Council
Fund Balance-before expenditure:	Prepared by: ACA/CS Scott Grey
Estimated Cost:	Date Prepared: January 29, 2025
Exhibits:	Future Agenda Items – Work in Progress

AGENDA SUBJECT

FUTURE AGENDA ITEMS

SUMMARY

Please review information provided.

POSSIBLE ACTION

City Council may direct staff to take appropriate action.

Inter – Office Use

Approved by:	Enter Text Here		
Department Head/ Requestor:	<i>Patti Scott Grey</i>	Date:	01/30/2025
Interim City Attorney:	<i>Catherine Clifton</i>	Date:	01/31/2025 via Municode
Mayor	<i>Lee Pettle</i>	Date:	01/ XX /2025

FUTURE AGENDA ITEMS

	ITEM DESCRIPTION	CONTACT	Notes
2025			
Feb(Mar), May (July), Aug, Nov	Fire Department Quarterly Report	Miller	3rd Qtr 2024 1217 CC Agenda - Done
Feb(Mar), May (July), Aug, Nov	Investment Quarterly Report	Savage	4th Qtr 2024 - Tentative 2025 0218
Feb(Mar), May (July), Aug, Nov	Enterprise Update	Olson/Savage	Waiting on Update (2024 1002 CC Mrg - next week); 2025 0121 Update - Removed from FAI
	Mayor Pettle 2025 0126 Update		Mayor Pettle 2025 0126 Update
Feb. 4, 2025	Lewis Lane paving project	Clifton/Machado	
Feb. 4, 2025	Jim's resignation if ready	Clifton	
Feb. 4, 2025	Council Appointment if ready	Clifton	
Feb. 4, 2025	Mayor Pro Tem	Clifton	
Feb. 4, 2025	Finance Committee (jim's place)	Clifton	
Feb. 4, 2025	Any other necessary action regarding Jim Reed's position	Clifton	
Feb. 4, 2025	Election order	(Grey) Hull	
Feb. 4, 2025	Election contract for voting	(Grey) Hull	
Feb. 4, 2025	Anything that needs to be considered for ballot/election	Council	
TBD	Board/Commission appointments if not done	(Grey) Hull	P&Z - 2024 1217; ZBA (2025 0121); P&R (TBD)
Feb. 4, 2025	Public Works building	Clifton/Machado	

FUTURE AGENDA ITEMS

	ITEM DESCRIPTION	CONTACT	Notes
TBD	Records Retention Policy	Clifton	
TBD	Annual records review	Clifton	
Feb. 4, 2025	Engineering RFQs	Machado	
TBD	Any Plats ready	Machado	No plat submittals on 2025 0116
Tentative 2/4/2025	St Paul ILA/agreement	Clifton	
TBD	Any other ILAs ready	Clifton	
TBD	Attorney appointment if ready	Council	
TBD	Any resolutions ready	Clifton	
TBD	Any NTMWD or water issues necessary (conservation plan, etc)	Clifton	
	Mayor Pettle 2025 0126 Update		Mayor Pettle 2025 0126 Update
TBD	Reception end of Agenda		
TBD	MPT Jim Reed		
	Mayor Pettle 2025 0126 Update		Mayor Pettle 2025 0126 Update
TBD	Presentation:		
TBD	Town Hall	Council	
	Mayor Pettle 2025 0126 Update		Mayor Pettle 2025 0126 Update
	Workshop 1:		

FUTURE AGENDA ITEMS

	ITEM DESCRIPTION	CONTACT	Notes
Feb. 4, 2025	Comp plan with P and Z in progress		2025 0123 No Super Quorum of CC; Scheduled for 2025 0204
Tentatively - Feb. 4, 2025	Personnel Manual in progress		2024 1217 Workshop 1 (pgs 1-7); 2025 0107 (8-15); 2025 0121 (Sec. 1.8-2.1 [Medical Issues /ADA to social media])
TBD	Departmental reports		
TBD	city protocols		
TBD	Training for Boards/Commissions		
	Mayor Pettle 2025 0126 Update		Mayor Pettle 2025 0126 Update
	Wokshop 2:		
TBD	Zoning Codes (SAD, Commercial/retain)	Machado	
TBD	Public Works	Machado	
TBD	Police	Price	
TBD	Personnel Manual		2024 1217 Workshop 1 (pgs 1-7); 2025 0107 (8-15)
TBD	CIP		
	Mayor Pettle 2025 0126 Update		Mayor Pettle 2025 0126 Update
	Updates:		
Feb. 4, 2025	2551	Machado	
Feb. 4, 2025	TCEQ	Mayor Pettle/CM Pilgrim	
Feb. 4, 2025	Projects in Progress		

FUTURE AGENDA ITEMS

	ITEM DESCRIPTION	CONTACT	Notes
Feb. 4, 2025	Engineering review	CM Noe/Machado	
Feb. 4, 2025	Noise Committee	CM Kercho	
Feb. 4, 2025	Lewis Lane	Clifton/Machado	
Feb. 4, 2025	Chaparral Intersection with Allen Heights	Clifton/Machado	
	Mayor Pettle 2025 0126 Update		Mayor Pettle 2025 012+ Update
	Future Agenda Items		
TBD	Southridge gate 2025		
TBD	Procedural Manual		
Feb. 4, 2025	Personnel Manual		2024 1217 Workshop 1 (pgs 1-7); 2025 0107 (8-15)
TBD	Procedures for Presentations		
TBD	Procedures for agendas		
TBD	Procedures for Council i.e. green cards, time limits, etc.		
TBD	Employment :Required time with city for paid training		
TBD	water impact fees (July 2025)		
TBD	CIP updates (April/May 2025)		
TBD	Microphones for Council Chambers, if not done		

FUTURE AGENDA ITEMS

	ITEM DESCRIPTION	CONTACT	Notes
TBD	Pump station if not done		
TBD	Records retention policy		
TBD	Annual records review		
TBD	Any ILAs needed		
TBD	St Paul ILA/agreement		
TBD	Attorney appointment		
TBD	City Administrator appointment		
TBD	Sign ordinance revisions consideration		
TBD	Noise Ordinance		
TBD	Board/Commission appointments		
TBD	Engineering RFQs		
TBD	CCN Wylie when ready if needed		