



MINUTES
CITY COUNCIL MEETING
MARCH 4, 2025

CALL TO ORDER – Roll Call and Determination of a Quorum

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

Mayor Lee Pettle called the meeting to order at 5:01 p.m. Mayor Pro Tem Todd Fecht and Councilmembers Randy Kercho, Terry Lynch, Amanda Noe, and Buddy Pilgrim were present.

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 Chief Kenneth Price

WORKSHOP (X:00 – X:00 PM)

1. PROPOSED PERSONNEL POLICY MANUAL

[Proposed Personnel Policy Manual](#)

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 6:02 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 6:02 p.m. Mayor Pro Tem Todd Fecht and Councilmembers Randy Kercho, Terry Lynch, Amanda Noe, and Buddy Pilgrim were present.

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 (left 6:06 p.m. and returned 7:05 p.m.), Fire Chief Justin Miller (arrived @ 6:55 p.m.), and Police Chief Kenneth Price (left at 6:06 p.m. and returned 7:10 p.m.)

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 6:04 p.m.

RECONVENE REGULAR MEETING.

Mayor Lee Pettle reconvened the meeting at 7:06 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: Darryl Sharpe led the pledge.

TEXAS PLEDGE: Colleen Halbert 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.

Susan Medrano, 4406 Dover Drive, voiced concerns regarding City Council's appointment of Councilmember Todd Fecht to Mayor Pro Tem due to his meeting attendance and his handling of the Noise Committee. Ms. Medrano stated she also feels City Council discussions regarding Lewis Lane paving and repair should be public.

ITEMS OF COMMUNITY INTEREST

Mayor Pettle reviewed the upcoming Community Interest items below:

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

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

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

2025 PWC'S CANDIDATES NIGHT – THURSDAY, APRIL 17, 2025, 7 PM – VICTORY CHURCH – 6301 E. PARKER ROAD

NATIONAL PRESCRIPTION DRUG TAKE BACK - SATURDAY, APRIL 26, 2025, 10AM-2PM

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			
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

INDIVIDUAL CONSIDERATION ITEMS

3. CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON THE ANNUAL AUDIT REPORT.

Finance/Human Resources Director Savage introduced Susan LaFollet and Tung Pham with Vail & Park, P.C., 11500 State Highway 121, Suite 410, Frisco, TX 75035. Ms. LaFollett, with Mr. Pham's assistance, reviewed the audit presentation PowerPoint and responded to questions. (See Exhibit 1 – Vail & Park, P.C. PowerPoint, dated March 4, 2025.).

MOTION: Councilmember Lynch moved to accept the Annual Financial Report of the City of Parker, Texas for the year ending September 30, 2024, as presented. Councilmember Noe seconded with Councilmembers Fecht, Kercho, Lynch, Noe, and Pilgrim for the motion. Motion carried 5-0.

4. CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON RESOLUTION NO. 2025-836 MAKING APPOINTMENTS TO THE ZONING BOARD OF ADJUSTMENT (ZBA).

MOTION: Councilmember Noe moved to approve Resolution No. 2025-836 making appointments to the Zoning Board of Adjustment (ZBA), appointing Dawn R. Hedlund to ZBA Alternate One (1). Mayor Pro Tem Fecht seconded with Councilmembers Fecht, Kercho, Lynch, Noe, and Pilgrim for the motion. Motion carried 5-0.

ROUTINE ITEMS

5. UPDATE(S):

FM2551

Public Works Director Machado said Texas Department of Transportation (TxDOT) is behind schedule due to the weather, but the project is moving forward. Mr. Machado said he would continue to post information on the City website, www.parkertexas.us "News" section, as the information is made available.

PUMP STATION WATER CONNECTION

Public Works Director Machado said the pump station connection work was originally set to start March 13, 2025 but has been rescheduled to start on March 20, 2025. Mr. Machado noted the contractor has encountered difficulties due to rock at the location.

DUBLIN WATER LINES

Public Works Director Machado said the water lines are being put under the road. Mr. Machado noted the project will be messy and affect traffic during construction. He said he expected the project to take approximately 90 days to complete.

TEXAS COMMISSION ON ENVIRONMENTAL QUALITY (TCEQ)

Councilmember Pilgrim said the Wastewater Treatment Plant (WWTP) has been assigned to a new judge and an order has been sent to expedite files being sent from TCEQ. Mr. Pilgrim said no action is expected before January 2026 and no action has been taken on the Municipal Utility District (MUD).

ENGINEERING REVIEW

Councilmember Noe said the committee is working on various review categories. She said work is in progress, but this may take some time to complete.

NOISE COMMITTEE

Councilmember Kercho said the next Noise Committee meeting is scheduled for March 5, 2025 at 2:00 p.m. and open to the public. The committee is currently reviewing other cities' ordinances, and they feel they are making progress.

LEWIS LANE

Public Works Director Machado said the patch should be completed by the end of this week. The interlocal agreement (ILA) between the cities of Parker and Lucas is progressing.

CHAPARRAL (AND SPRINGHILL) INTERSECTION

Police Chief Price said the information gathering for the requested report is in progress and he hoped to email it to City Council this week. He said he would like to do more research on this intersection and there are ongoing meetings with the City of Allen.

POST OFFICE/ZIP CODE

Councilmember Lynch said she has started the process of getting the City of Parker included in the bill (HB 8753) before Congress and discussed the issue with Congress Representatives Keith Self's and Lauren Boebert's offices.

ANY ADDITIONAL UPDATES

None

DONATION(S)

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

Dana Davies donated snacks valued at \$30 to the Police Department.

The Parker Women's Club donated cookies valued at \$25 cookies to the Fire Department and City Hall Staff.

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

FUTURE AGENDA ITEMS

7. 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, March 18, 2025.

ADJOURN

Mayor Pettle adjourned the meeting at 8:04 p.m.

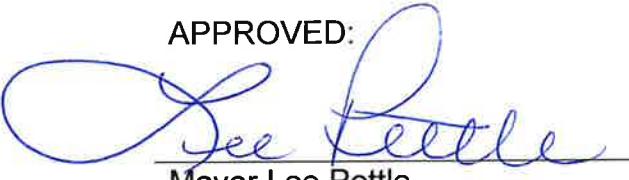


ATTESTED:



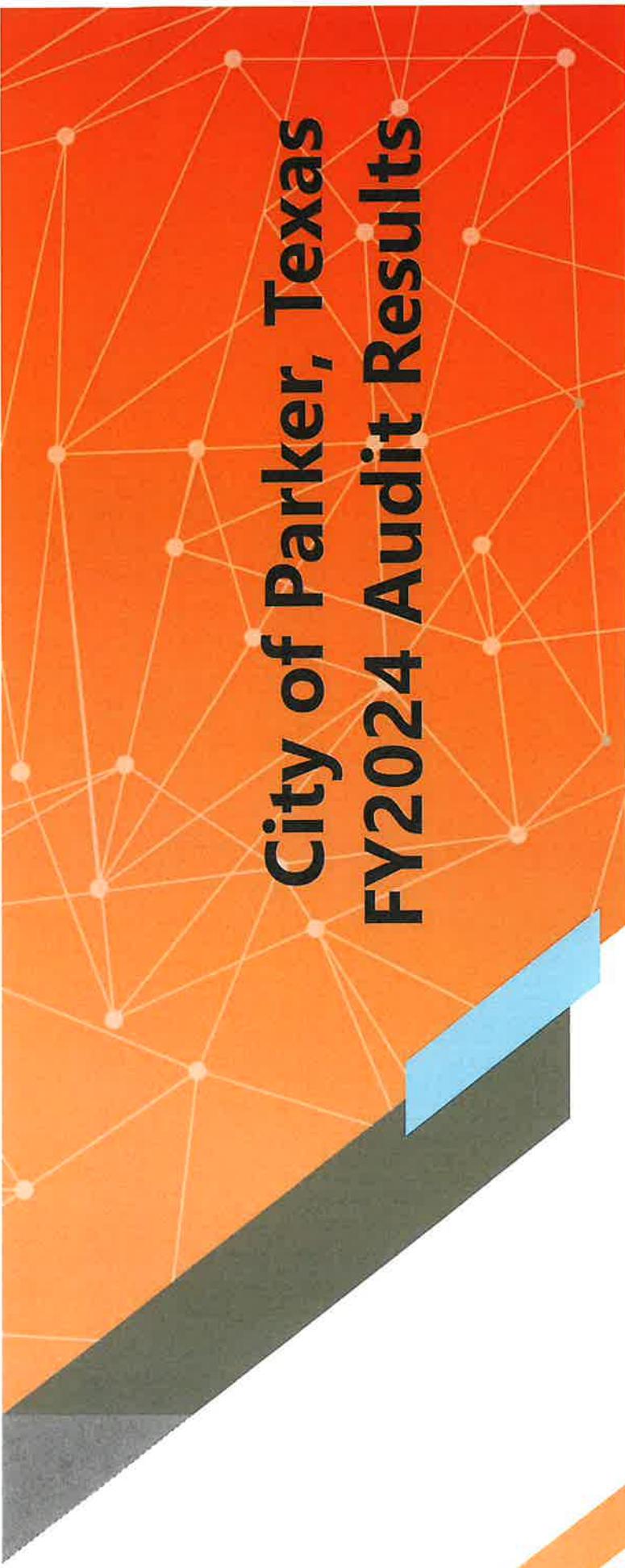
Patti Scott Grey, City Secretary

APPROVED:



Mayor Lee Pettle

Approved on the 1st day
of April, 2025.



City of Parker, Texas

FY2024 Audit Results

Presented by:

Susan LaFollett – Principal

March 4, 2025



Exhibit I

Agenda

- Objectives and Scope of Audit
- Annual Financial Report
- Overview of Audit Results
- Financial Highlights
- Management Recommendations
- Required Governance Communications Letter
- Closing Remarks/Q&A

Objectives and Scope of Audit

- **Objectives:**

- Conduct an audit in accordance with generally accepted auditing standards and *Government Auditing Standards*.
- Plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.
- We performed a risk assessment to determine the nature, extent and timing of our substantive audit procedures.

- **Full scope audit:**

- Governmental Activities
- Business-type Activities
- Each Major-Fund

Annual Financial Report

- Table of Contents:
 - Independent Auditor's Report (pgs. 1-3)
 - Management's Discussion and Analysis (pgs. 5-16)
 - Government-Wide Financial Statements (pgs. 17-21)
 - Fund Financial Statements (pgs. 22-29)
 - Notes to Financial Statements (pgs. 31-64)
 - Required Supplementary Information (pgs. 65-73)
 - Other Supplementary Information (pgs. 75-79)
 - Compliance and Internal Control Section (pgs. 81-84)

Overview of Audit Results

- We issued two auditor's reports including:
 - Independent Auditor's Report on the Financial Statements – Unmodified Opinion (pages 1-3)
 - All standard language, "clean" opinion.
 - Independent Auditor's Report on Internal Control over Financial Reporting and on Compliance and Other Matters based on an Audit of Financial Statements Performed in accordance with *Government Auditing Standards* (pages 83-84)
 - All standard language, no material weaknesses, significant deficiencies, or other control matters were identified.

Financial Highlights

Government-Wide Financial Statements

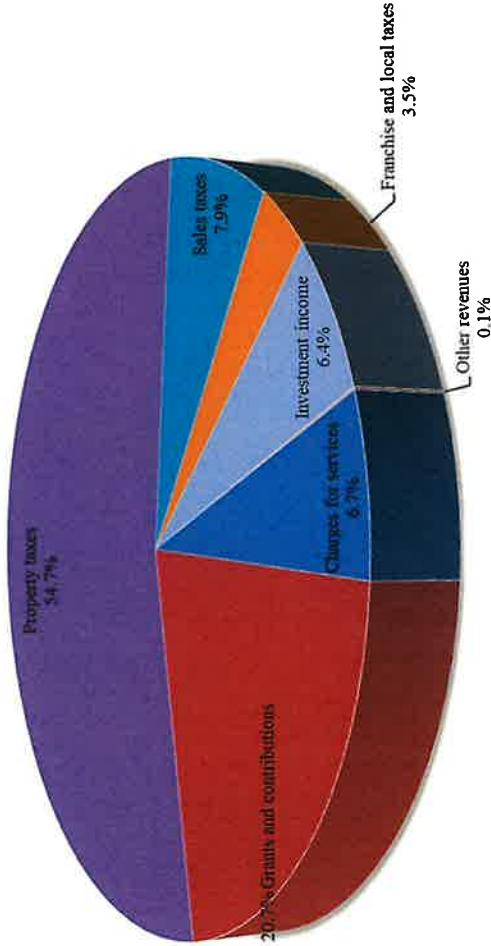
- Full Accrual Basis:

- Net position of the City is \$73,566,355 (pg. 19) at FY24.
- Overall, net position of the City increased by \$6,065,198 (pg. 21) or 9%.
- Unrestricted net position of the City is \$17,906,089 (pg. 19) at FY24.

Financial Highlights – Governmental Activities

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Government Activities - Revenues

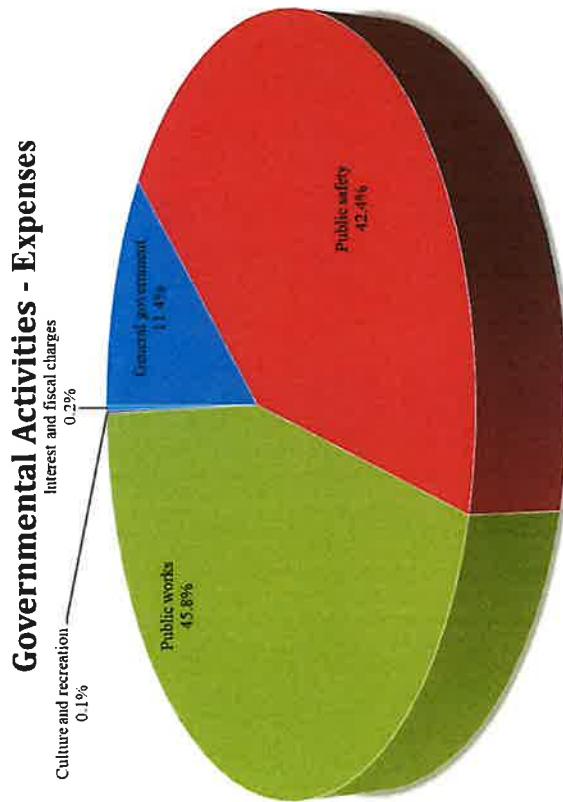


- ❖ Governmental activities revenue totaled \$10,076,606, which is an increase of \$1,087,635 or 12%, attributable to:

- Sales tax - \$418,946 (110%) increase from the PY
- Property taxes - \$640,824 (13%) increase from the PY.
- Investment income - \$286,918 (80%) increase from the PY.

Financial Highlights – Governmental Activities

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- ❖ Governmental activities expenses totaled \$7,111,258 which is an increase of \$743,196 or 12%, attributable to:
 - Public works expense increased by \$108,239 due to ongoing projects within the City and increased personnel costs.
 - ❖ Largest functional expense is public works of \$3,259,449

Financial Highlights: Fund Statements – General Fund

- General Fund unassigned fund balances (pg. 22):
 - \$6,871,839 at FY23
 - \$8,454,611 at FY24
 - Increase of \$1,582,772
 - These funds can be used to meet the City's ongoing obligations.
 - Balances represents 25 months reserves at FY24.
 - 3 to 6 months reserves are optimal.

Financial High-lights: General Fund Budget to Actual

- General Fund revenues (pg. 65):
 - Final budget \$6,596,878
 - Actual \$7,474,674
 - Positive variance of \$877,796
- General Fund expenditures (pg. 65):
 - Final budget \$4,951,339
 - Actual \$4,106,177
 - Positive variance of \$845,162
- General Fund other financing sources (uses) (pg. 65):
 - Final budget \$(1,782,500)
 - Actual \$(1,782,500)
 - No variance
- Net Change in fund balances \$1,722,958

Financial Highlights: Fund Statements – Water & Sewer

- Water & Sewer Fund unrestricted net position (pg. 27):
 - \$6,812,642 at FY23
 - \$7,568,396 at FY24
 - Increase of \$3,105,857
- Total net position increased by \$3,019,850 (pg. 28) or 11%.

Required Governance Communications Letter

- Miscellaneous matters discussed in this letter (unbound):
 - Corrected misstatements -
 - All recommended adjustments were accepted by the City – see list at Attachment I
 - Uncorrected misstatements (not material) -
 - All passed adjustments were accepted by the City – see list at Attachment II – these are not material but just used as a way to track differences and communicate them to the City.

Recommendations

- Management Recommendations:

- ***Coronavirus State and Local Fiscal Recovery Funds*** – We noted the City is planning to spend the funds during FY25. We recommend that the City continue to monitor the expense of these funds to ensure that costs incurred are allowable, per the OMB Compliance Supplement. Additionally, expenditures in excess of \$750,000 in a fiscal year will require a Single Audit or Alternative exam.
- ***Sanitation Fund Net Position*** – The Sanitation Fund's ending net position stands at \$12,773. We recommend that the City closely monitor this fund to prevent the net position from turning negative.

Thank You

- We would like to thank:

- Grant Savage, *Finance Director*
- Patti Grey, *Assistant City Administrator*

They were very responsive to our audit requests, and it was a pleasure to work with them on this audit.

- Questions or Comments?

Contact Us

- Vail & Park, P.C.
- Address: 118 Cottonbelt Road, Tom Bean, TX 75489
- Contact: Susan K. LaFollett
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