

MINUTES
CITY COUNCIL MEETING

November 10, 2015

CALL TO ORDER – Roll Call and Determination of a Quorum

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

Mayor Marshall called the meeting to order at 3:00 p.m. Council members Levine, Pettie, Standridge, Stone, and Taylor were present.

Staff Present: City Administrator Jeff Flanigan, Finance/H.R. Manager Johnna Boyd, City Secretary Patti Scott Grey, City Attorney Jim Shepherd, Fire Chief Mike Sheff, Police Chief Bill Rushing, Sergeant John Paul, Captain Kenneth Price, and Firefighter Mark Barnaby

PLEDGE OF ALLEGIANCE

AMERICAN PLEDGE: Sergeant Paul led the pledge.

TEXAS PLEDGE: Captain Price 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

INDIVIDUAL CONSIDERATION ITEMS

Mayor Marshall noted tonight's agenda was very short and the order was reversed.

1. APPROVAL OF MEETING MINUTES FOR OCTOBER 20, 2015.

MOTION: Councilmember Standridge moved to approve the October 20, 2015 regular meeting minutes as presented. Councilmember Levine seconded with Councilmembers Levine, Pettie, Standridge, Stone and Taylor voting for. Motion carried 5-0.

2. CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON APPOINTING AN ENGINEER REVIEW COMMITTEE TO REVIEW AND MAKE RECOMMENDATIONS TO COUNCIL. [FLANIGAN]

MOTION: Councilmember Pettie moved to approve and move forward with the appointment of an Engineering Review Committee, consisting of Mayor Z Marshall, Councilmember Stone, City Administrator Jeff Flanigan, and Parker Citizen James Threadgill, with City Attorney Jim Shepard attending as legal counsel. Councilmember Standridge seconded with Councilmembers Levine, Pettie, Standridge, Stone and Taylor voting for. Motion carried 5-0.

3. FUTURE AGENDA ITEMS

Mayor Marshall asked if there were any items to be added to the future agenda. He noted the next regularly scheduled City Council meeting would be Tuesday, November 17, 2015. Councilmember Stone asked that Outdoor Alert System be added to the future agenda items.

WORK SESSION

4. 2015-2016 ANNUAL PLANNING SESSION

Mayor Marshall announced the 2015-2016 Annual Planning Session would go for a couple hours until about 5:00 p.m. and then City Council and Staff would take a short break and then continue.

a. POLICE

Police Chief Rushing recognized Police Officers, Sergeant John Paul and Captain Kenneth Price, for their recent promotions and expressed his appreciation to City Council and Staff for attending the Parker Police Department Promotion Ceremony/Reception, Thursday, October 22, 2015 at Victory Church. The Chief then reviewed a PowerPoint presentation, stating the Police Department's future growth depended on strategic planning of its development and growth. He reviewed several 2014 concerns such as the Police Building, Radio/Infrastructure, and Communications/Dispatch. He also discussed new projects, use of body cameras, records management systems, and computer aided dispatch. His recommendation to City Council was to establish the industry standard and connectivity to the City of Parker's Police Department and Fire Department by approving a consultant for a needs assessment of records management for both Police and Fire; review the needs assessment findings; and finally to have the consultant write a request for proposal (RFP) for the findings. (See Exhibit 1.)

Mayor Marshall recapped by stating the most immediate issues for our long term plan would be the records management systems and a new facility. The Computer Aided Dispatch (CAD) for the police vehicles and body cameras would be something Council needed to look at next business cycle.

b. FIRE

Fire Chief Sheff highlighted his main concerns, which were infrastructure, staffing, and records management system compliance with the Texas Fire Commission. He

recommended the City consider a staffing assessment and spoke briefly about the City's Insurance Service Organization (ISO) rating. Mayor Marshall asked about fire equipment. Chief Sheff said the equipment was good for the short term; although the Sports Utility Vehicle (SUV) needed replacing.

Mayor Marshall recapped by stating the Fire Chief's primary focus was on staffing needs. City Council asked the Chief to get proposals for consultants to help Council with that process. The Chief received two proposals and he provided us with copies yesterday. The most immediate need from an equipment perspective would be a small vehicle. The ladder truck was good for another ten (10) years; Pumper No. 1 was good for ten (10) more years; the 1995 Pumper was approximately twenty (20) years old and Chief said it was good for another five (5) years, without moving into full time EMS at this time. We have sufficient EMS coverage through the City of Wylie. The City's other fire equipment would good for another five (5) years. Chief Sheff said the City did not need new rescue equipment.

c. PUBLIC WORKS/WATER

The Mayor announced we would probably take a break after this item.

City Administrator Flanigan said he asked Mr. John Birkhoff, our Municipal Engineer, to cover drainage and street issues, and our water system. After that he would give a brief update on Administration and other topics. Mr. Flanigan immediately turned the meeting over to Mr. Birkhoff. Mr. Birkhoff reviewed several drainage, street, and water projects the City had underway, including Allen Heights, Springhill Estates, and Moss Ridge. He then gave City Council a handout and spoke briefly about the Water District System Master Plan and the City of Parker's future needs in regard to water tanks and pump stations. (See Exhibit 2.) Mr. Birkhoff noted sustainable reduction in gallons of water usage per capita would buy the City time and he also mentioned the possible use of impact fees as a source to pay for the City's needs.

Mayor Marshall recapped by stating as far as drainage concerns Allen Heights/Springhill Estates needed to be addressed immediately and the drainage issues on the south side of Moss Ridge needed to be addressed fairly quickly. The City would add two (2) lanes to Allen Heights/Springhill this budget year, with bids going out in January (2016). The City had issues on Dublin Road and Springhill south from Chaparral Road to Parker Road. For our Water Distribution System, we had some major issues facing us in the next 4-5 years, primarily with a new ground storage facility, meter stations, ground tanks, pumps, etc. for approximately eight (8) million dollars, based on calculation projections and the Water Distribution System Master Plan.

Mayor Marshall announced we would break for a few minutes then continue with "General Government" concerns.

d. GENERAL GOVERNMENT

City Administrator Flanigan reviewed drainage/road improvements concerns and briefly talked about weather station ideas, need for a new city building, and impact fees. He recommended using bond monies for the drainage/road improvements and

asphalt overlay or asphalt mix for Springhill Estates to extend the life another 8-10 years before going to concrete. He said the Water District was contacted and between that and the Water Rate Subcommittee meetings we learned there was an organization called "Water My Yard", which if we have a weather station our citizens could log onto that website, tell what kind of irrigation they had, and get weekly emails or weekly text messages, based on weather data in the City of Parker on how much water they needed. That cost would be approximately \$6,000 along with some other setup fees.

City Attorney Shepherd said if the City Council would like to know more about Impact Fees and transferring costs he would be happy to explain in more depth. He spoke about Capital Projects, debt service, and sources of revenue.

City Administrator Flanigan said he would put a few items such as road projects and the weather station on the future agenda items.

Mayor Marshall recapped by stating City Council may be looking at water impact fees, drainage, roads, and perhaps a weather station in the near future. He thanked Councilmember Stone for the weather station information and asked him to distribute the information he had. The Mayor spoke briefly about Home Rule and then went back to item 5 on the agenda.

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.

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

- a. Government Code Section 551.071-551.072 - Deliberation and confidential legal advice regarding potential eminent domain proceedings for right of way needed for Allen Heights Road, and related easements.

Mayor Marshall recessed the regular meeting to Executive Session at 6:00 p.m.

6. RECONVENE REGULAR MEETING.

Mayor Marshall reconvened the meeting at 7:09 p.m.

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

Action/No action was taken.

8. ADJOURN

Mayor Marshall adjourned the meeting at 7:09 p.m.




ATTESTED:



Patti Scott Grey, City Secretary

APPROVED:



Mayor Z Marshall

Approved on the 16th day
of February, 2015

PARKER POLICE DEPARTMENT



STRATEGIC PLANNING 2015-2016

PURPOSE

In order to continue MOVING FORWARD, we are again this year seeking approval for Development / Growth of your Police Department through Strategic Planning.

AT A GLANCE

RECAP 2014

I. POLICE BUILDING

- Still On-Going Need

II. RADIO / INFRASTRUCTURE

- Approved / Completed 2014-2015 Cycle

III. Communications / Dispatch

- Approved / Completed 2014-2015 Cycle

POLICE BUILDING

None Conducive to Law Enforcement Use

Examples

- Lacks Security / Integrity – Space should not be shared with Non-Law Enforcement Functions**
- Building Currently has no Emergency Generator System or Protection from an Electrical Storm**
- Records - No room for expansion / Should be controlled access**
- Does not support Components of a Basic Law Enforcement Building**

MOVING FORWARD

I. NEW PROJECTS FOR APPROVAL

1. BODY CAMERA'S

- Selection Process of Camera
- Officer's Responsibilities
- Department Requirements and Responsibilities

II. RECORDS MANAGEMENT SYSTEM

- Current System – Approximately 12-14 years old
- Non-User Friendly
- Unable to generate Report(s) or Trend(s)

III. COMPUTER AIDED DISPATCH

- New Program for Department
- Will Connect from Dispatch to each Patrol Vehicle
- Initial Cost – Equipment, License(s)
- Reoccurring cost for O & M yearly
- Connectivity to RMS

BODY CAMERAS

Some Examples Available to Law Enforcement



BODY CAMERAS

Examples of Cost – Not Including Storage

- **Camera's Range between \$400.00 and \$1000.00 per unit**
- **Storage cost vary depending on Device and Services**

Records Management System

RMS needs Ability to Interact with all functions of Law Enforcement

- **Hardware and Software to make it work**
- **Should be adaptable for next ten (10) years**
- **Must have connectivity to Patrol, CID, Records, Property & Evidence, Administration and CAD System**
- **Examples of usages:**
 - **Officer does report in field / Downloads Automatically**
 - **Track to and from Property and Evidence**
 - **Crime Trends**
 - **Traffic Related Trends**
 - **Work Load Analysis**
 - **Racial Profiling**
 - **Juvenile Issues**

COMPUTER AIDED DISPATCH

Examples of Cost in 2014 to set up four (4) Vehicle:

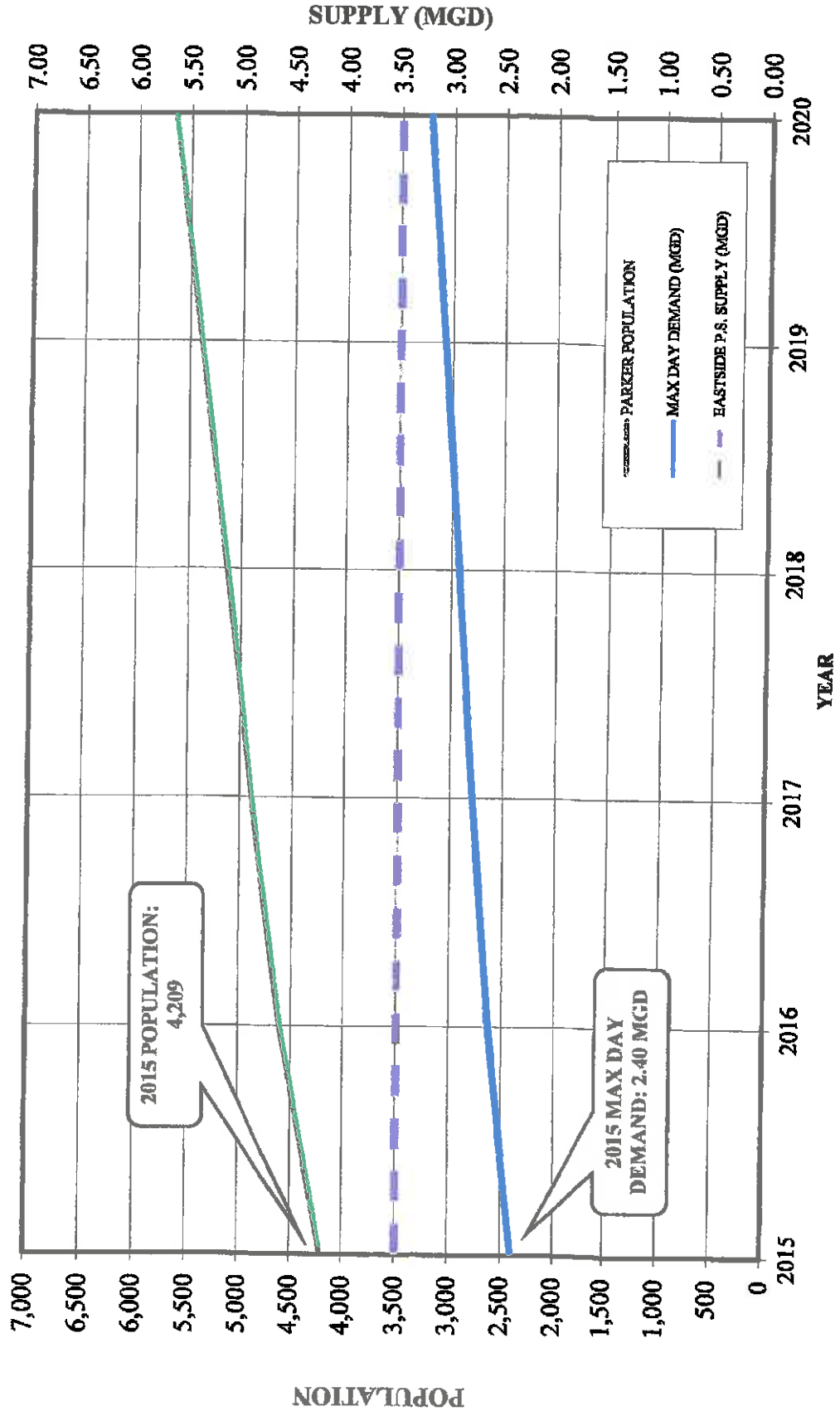
- **Initially \$4000.00 per Unit set up**
- **2nd Year – Annually \$3000.00 (Software Support)**
 - **Plus \$500.00 Per Unit Licensing**
- **Above cost does not include Computers / Installation or the O&M pertaining to the vehicles**

RECOMMENDATIONS

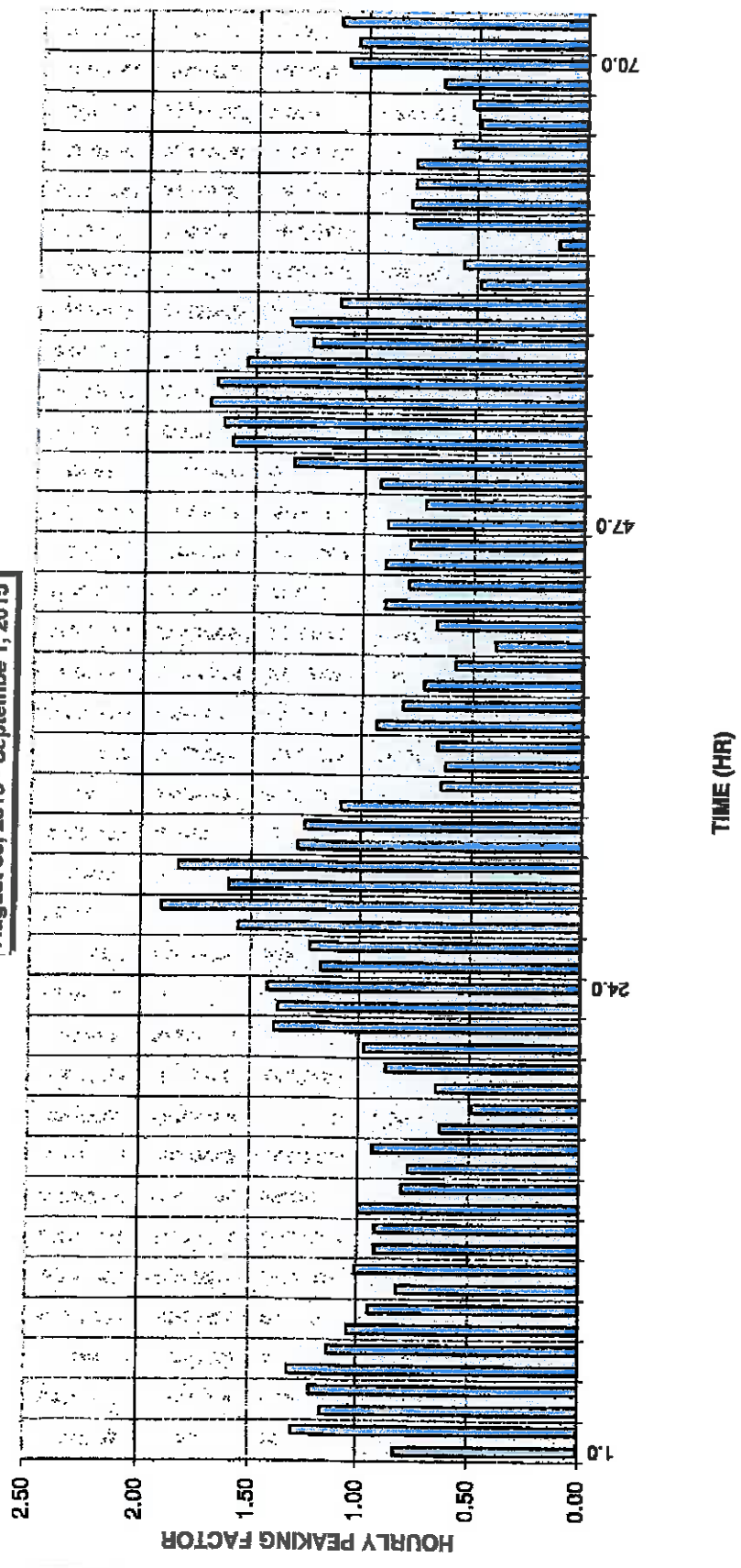
Approval of the Honorable Mayor and Council to establish the Industry Standard and Connectivity to the City of Parker's Police Department and Fire Department by:

- 1. Approving a Consultant for a Needs Assessment of Records Management for both Police and Fire**
- 2. Review results of Needs Assessment for findings**
 - Demo RMS
 - Demo CAD in Unit
- 3. At the direction of the Honorable Mayor and Council, commission the Consultant to do/write an RFP for the findings of the Needs Assessment**

CITY OF PARKER MAX DAY DEMANDS WATER SUPPLY



**CITY OF PARKER
800 SERVICE AREA
WATER DEMAND CURVE
August 30, 2015 - September 1, 2015**



August 30 - September 1, 2015

FAP Project #	XINBTW0000010140	Demand Date	6/20/95	Max Day Demand Study date		VOLUME RESULTS		DAILY DEMAND		11/1/2005
TOTAL						2,330,626.0	(368,878.8)	395,533.4	(25,854.6)	2,356,478.6