



AGENDA

CITY COUNCIL MEETING

OCTOBER 18, 2016 @ 5:30 P.M.

Notice is hereby given the City Council for the City of Parker will meet in a Regular Meeting on Tuesday, October 18, 2016 at 5:30 P.M. at the Parker City Hall, 5700 E. Parker Road, Parker, Texas, 75002.

CALL TO ORDER – Roll Call and Determination of a Quorum

EXECUTIVE SESSION 5:30 P.M. TO 7:00 P.M. – Pursuant to the provisions of Chapter 551, Texas Government Code the City Council may hold a closed meeting.

1. RECESS TO CLOSED EXECUTIVE SESSION IN ACCORDANCE WITH THE AUTHORITY CONTAINED IN:
 - a. Government Code Section 551.074 Personnel—Review of individual staff member roles, to deliberate the appointment, employment, evaluation, duties of a public officer or employee- All City employees and officers of the City.
 - b. Government Code Section 551.071(1)—Consultation with City Attorney concerning Pending or Contemplated Litigation
2. RECONVENE REGULAR MEETING.
3. 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.

PRESENTATION

4. ISO PRESENTATION BY KELLEY STALDER, P.E., CFEI

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.

5. APPROVAL OF MEETING MINUTES FOR AUGUST 23, 2016. [SCOTT GREY]
6. APPROVAL OF MEETING MINUTES FOR AUGUST 30, 2016. [SCOTT GREY]
7. APPROVAL OF MEETING MINUTES FOR SEPTEMBER 6, 2016. [SCOTT GREY]
8. APPROVAL OF MEETING MINUTES FOR SEPTEMBER 20, 2016. [SCOTT GREY]
9. DEPARTMENT REPORTS-ANIMAL CONTROL, BUILDING, COURT, POLICE AND WEBSITE

INDIVIDUAL CONSIDERATION ITEMS

10. CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON RESOLUTION NO. 2016-524 APPOINTING MR. BRANDON S. SHELBY, AN ATTORNEY WITH THE LAW FIRM OF SHELBY LAW, PLLC AS THE CITY ATTORNEY OF THE CITY OF PARKER. [SHELBY]
11. CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON PARKER STORAGE FACILITY DEVELOPMENT PLAT AND PRELIMINARY ENGINEERING PLANS. [FLANIGAN]
12. CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON RESOLUTION NO. 2016-525 AN ENGINEERING SERVICE AGREEMENT ON PARKER ROAD WATER LINE RELOCATION. [FLANIGAN]
13. CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON A POPULATION CENSUS FOR THE CITY OF PARKER. [LEVINE]
14. DISCUSSION OF PARKERFEST / HOUSEHOLD HAZARDOUS WASTE EVENT BY RICK BERNAS
15. CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON THE PARKER CONTRACTS REVIEW COMMITTEE AND/OR POLICY. [SHELBY]
16. CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON RESOLUTION NO. 2016-526 ON INVESTMENT POLICY. [BOYD]
17. CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON RESOLUTION NO. 2016-527 APPOINTING A CHIEF INVESTMENT OFFICER AND MEMBERS TO SERVE ON THE INVESTMENT COMMITTEE. [BOYD]

18. CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON RESOLUTION NO. 2016-528 MAKING APPOINTMENTS TO THE PLANNING AND ZONING (P&Z) COMMISSION. [FLANIGAN]
19. CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON RESOLUTION NO. 2016-529 MAKING APPOINTMENTS TO THE ZONING BOARD OF ADJUSTMENTS. [FLANIGAN]
20. CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON RELEASING FUNDS FOR THE PARKER VOLUNTEER FIRE DEPARTMENT FOR PERSONNEL COSTS. [PETTLE]

ROUTINE ITEMS

21. FUTURE AGENDA ITEMS

22. ADJOURN

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 that require 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 October 14, 2016 by 5:00 p.m. at the Parker City Hall, and as a courtesy, this Agenda is also posted to the City of Parker Website at www.parkertexas.us.

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

Item 5
C/Sec Use Only

Budget Account Code:	Meeting Date: October 18, 2016
Budgeted Amount:	Department/ Requestor: City Secretary
Fund Balance-before expenditure:	Prepared by: City Secretary Scott Grey
Estimated Cost:	Date Prepared: September 27, 2016
Exhibits:	Proposed Minutes

AGENDA SUBJECT

APPROVAL OF MEETING MINUTES FOR AUGUST 23, 2016. [SCOTT GREY]

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

Approve, Table, Deny

Inter – Office Use			
Approved by:			
Department Head/ Requestor:	<i>Patti Scott Grey</i>	Date: <i>PG</i>	10/14/2016
City Attorney:		Date:	
City Administrator:	<i>Jeff Flanigan</i>	Date: <i>JF</i>	10/14/2016

MINUTES
CITY COUNCIL MEETING
AUGUST 23, 2016

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 Z Marshall called the meeting to order at 6:30 p.m. Council members Scott Levine, Lee Pettle, Cleburne Raney, Ed Standridge, and Patrick 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, Assistant Fire Chief Mark Barnaby, and Police Chief Richard Brooks

EXECUTIVE SESSION 6:30 P.M. TO 7:00 P.M. – Pursuant to the provisions of Chapter 551, Texas Government Code the City Council may hold a closed meeting.

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

Government Code Section 551.074 Personnel—To deliberate the appointment, employment, evaluation, compensation, and/or duties, of the city attorney.

Mayor Marshall recessed the regular meeting at 6:32 p.m.

2. RECONVENE REGULAR MEETING.

Mayor Marshall reconvened the regular meeting at 7:05 p.m.

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

No action was taken.

PLEDGE OF ALLEGIANCE

AMERICAN PLEDGE: Andy Piziali led the pledge.

TEXAS PLEDGE: Billy Barron led the pledge.

Andy Piziali, 6616 Estados Drive, stated he was opposed to the proposed tax increase to \$0.366 (rounded) per \$100. Property values in the City of Parker, as well as Collin County, have increased approximately ten percent (10%) per year for the past three (3) to four (4) years. This year, the property taxes increased eleven-point-seven percent (11.7%). Each of those increases resulted in a revenue increase for the City of Parker, with an unchanged tax rate. By increasing the tax rate from \$0.351 to \$0.366 (rounded), an increase of four-point-three percent (4.3%), the residents of Parker will pay an additional sixteen percent (16%) in their tax bill, starting next year. When Parker residents see expenses increasing and their income not, they reduce their expenses. They do this because they cannot reach into the pockets of someone else to make up the shortfall. Residents of Parker, especially the "old timers", retirement age or already retired, were being priced out of their homes, because they effectively lease their property from the tax entities, i.e., school districts, county, and city. Mr. Piziali encouraged City Council, rather than approving a \$0.366 per \$100 valuation, to choose the Effective Tax Rate of \$0.304 per \$100, leaving the tax rate neutral for 2016-2017, and adjust the expenses accordingly.

Cindy Meyer, 6618 Estados Drive, said she had a problem with the tax rate. With the significant increases in assessed value, there was no reason to increase the tax rate. In fact, she said she felt the tax rate should be lowered. The budget had numerous line items, specifically addressing city growth. Ms. Meyer said she wanted to remind City Council, some, if not all, ran on a platform, saying they agreed with and would stick with the original comprehensive plan of two (2) acre lots. She said it seemed once City Council took office all that changed. The quest was to have a home rule city or charter, but development was being increased at the expense of what the residents wanted. This City Council approved massive developments, with no apparent or reasonable plan for cost of infrastructure, such as employees, salaries, benefits, and associated costs to support a larger population. The difference in the 2015-2016 County effective tax rate and the proposed tax rate was a seventeen percent (17%) increase, which was outrageous. It was wrong to saddle the cost of growth on the backs of existing residents. The solution obviously was to take everything from road enhancements to engineering fees, water lines, sewerage, drainage, new pump station, new water tower, and everything allowable by law, and take those things out of the budget and roll them over into an impact fee. Although, this City Council discussed impact fees, she said she did not see impact fees on the future agenda items. The alternative would be that the residents of Parker petition for an election to limit the rate. She said it would only take 300 voters and she felt she could get that easily. So, rather than having the residents force the issue she encouraged City Council to rethink the budget, take a more responsible and reasonable approach, to the tax rate imposed on its citizens. Finally, Ms. Meyer asked why impact fees were not assessed before, when the City had significant developments. She also asked what the \$250,000 economic development line item was used for in this year's budget.

Mayor Marshall said those questions would be addressed during our FY2016-2017 Budget and Tax Rate public hearing.

Stephanie Casson, 1807 Dublin Road, commended Cindy Meyer for her comments and she said she whole-heartedly agreed. Ms. Casson said she felt the City was going in the wrong direction and she would help Ms. Meyer get the necessary signatures for a petition.

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.

4. REPUBLIC WASTE QUARTERLY REPORT. [BERNAS]
5. DEPARTMENT REPORTS-ANIMAL CONTROL, BUILDING, COURT, POLICE AND WEBSITE

Councilmember Taylor moved to approve the consent agenda items, as presented. Councilmember Standridge seconded with Councilmembers Levine, Pettie, Raney, Standridge, and Taylor voting for the motion. Motion carried 5-0.

INDIVIDUAL CONSIDERATION ITEMS

6. PUBLIC HEARING ON FY2016-2017 BUDGET AND TAX RATE. [MARSHALL]

Mayor Marshall said City Staff had a PowerPoint presentation to review, starting with the FY2016-2017 Budget and then the Tax Rate. He explained the process would be somewhat interactive; although he would like to review the PowerPoint first, get comments/questions from City Council, and then the public. The Mayor then opened the public hearing at 7:17 p.m.

Finance/H.R. Manager Johnna Boyd reviewed the PowerPoint, starting with the proposed Water Budget (Proprietary Fund) and then the General Fund. This was a balanced budget. The City received its annual consumption numbers from North Texas Municipal Water District (NTMWD) and the City will not break its "Take or Pay" this year. Finally, Ms. Boyd summarized revenues and debt service. (See Exhibit 1 – City of Parker Budget Presentation 2016/2017)

The Mayor asked City Administrator Flanigan to briefly review the cost and highlighted areas of the Water, Sewer, and Sanitation Departments, covered in the PowerPoint. Mr. Flanigan explained TxDot was working on FM 2551 (Parker Road) from Hogge Drive to CR 1378. TxDot realized, after digging up the pipe and surveying McCreary Road to Hogge Drive, the pipe was in conflict with construction of their road. TxDot agreed to reimburse the City of Parker for that \$1.7 million dollars. That project was not in the budget, so he was working with Collin County to front the City of Parker that money. When we do the construction, TxDot would reimburse the City and we would reimburse Collin County, so that money would not be taken from reserves. Next, the increase in repairs and maintenance was for aging water lines. The older the lines get the more repairs were needed. The engineering and design for the new pump station needed to be completed, because the City was getting closer to requiring a new pump station. Once we get past engineering, Certificate of Obligation (CO) bonds would be possible. That would be an \$8 million dollar project, located on Dillehay Drive a half mile north of Parker Road. Finally, the sixteen inch (16") upgrade, the City of Parker required a developer to install a sixteen inch (16")

water line, which was more than what was needed for the development, but what was needed for the future master plan for the water system for the new elevated tower. The City was responsible for the upsize costs. The City asked the developer to bid the project for a twelve inch (12") water line and a sixteen inch (16") water line, with the City being responsible for the difference. The City was not paying for the water line, but the cost associated with upsizing of the line. Mr. Flanigan explained the waterlines east of the pump station was where TxDot located their new right-of-way for construction of a road near 1378. A CVS Pharmacy would be going in at the intersection of Farm to Market Road (FM) 1378 and FM 2514. CVS acquired an easement for the City of Parker and we would relocate that waterline, feeding our pump station. Finally, Mr. Flanigan explained line looping would be for the new pump station as well as the sixteen inch (16") water line to get from Dillehay Drive to South Ridge Drive and from the pump station north to the sixteen inch (16") waterline.

Finance/H.R. Manager Boyd continued the PowerPoint with the General Fund, proposing a one and a half cent tax increase for a balanced budget. Ms. Boyd reviewed expenses by department, revenue sources, debt service and the proposed tax rate.

Mayor Marshall recapped and answered Cindy Meyer's public comment question, regarding the \$250,000 economic development line item. The City of Parker agreed to reimburse developer Steve Sallman for the King's Crossing Project and infrastructure he provided for the City at his expense, due to a development agreement that was signed in 2006. Funds were placed in the economic development line item. City Attorney Shepherd explained this was not tax money. The money came from fees collected from builders and developers. A previous City Council agreed to reimburse or pay Mr. Sallman for a number of fees to install certain infrastructure, water and sewer lines. If the development did not do well, the City would not pay the money. This money should not be characterized as either money from the City's reserves and/or from the tax rate, because it is not.

To answer Cindy Meyer's other question, City Administrator Flanigan updated everyone on Water Impact Fees. The impact fees were close to being finalized by the Capital Improvements Advisory Council (CIAC) and then the City Engineer would review the information to make recommendations to City Council for a vote. If the Water Impact Fees were approved, those funds would strictly be used for the water department and new infrastructure. Those fees do not affect tax rate. Although impact fees were allowed for road issues and drainage, City Council voted to start with Water Impact Fees, due to the cost of the consultant's report and evaluation. Road, drainage and/or stormwater impact fees would be considered in the future.

David Leamy, 5801 Rathbone Drive, asked if the City maintained the same tax rate four years ago, rather than reducing it, would the City need to pull money from the reserves. Mayor Pro Tem explained that the City did not tax for future years' taxes. City Council tried to cover expenses and have a balanced budget with any unspent money from the fiscal year going into the reserve.

Cindy Meyer, 6618 Estados Drive, questioned increases for various departments. Ms. Meyer was asked to bring specific line item questions to our next budget hearing on August 30, 2016.

Hal Camp, 3505 Woodcreek Circle, asked how City Council and City Staff determine the proposed amount to be pulled from the City's reserve fund. He asked if there were additional funds in the reserves or this would deplete the fund. Mayor Marshall explained this was a balancing act. One of things discussed with Bond Counsel was how much could be depleted from the City's reserve funds and still maintain our AAA credit rating. There were only three (3) General Law Cities in Texas with this AAA credit rating. This was important when trying to do upcoming projects, especially when a bond was necessary. Bond Counsel recommended the City look at a combination, using some of the reserves as well as considering a tax increase, so it was a bit of a balancing act. Although we could fund all of the budget from the City's reserves that could hurt the City financially and hurt the City's credit rating.

Billy Barron, 6707 Overbrook Drive, asked what the balance was in the reserve account. Finance/H.R. Manager Boyd said she thought it was approximately \$3 million plus, \$2 million in Certificate of Deposit Account Registry Service (CDARS), plus what the City has in its operating accounts. Mayor Pro Tem Levine asked Ms. Boyd to have that information for the next hearing on August 30, 2016, specifically whether the reserve would increase by the end of the year, because all the money budgeted was not spent.

Mayor Marshall asked if anyone wanted to speak "For" or "Against" the item. No one came forward; the Mayor declared the public meeting closed at 8:12 p.m.

The Mayor then asked City Council if they had any questions and/or comments. Councilmember Standridge said he felt if City Council and Staff reviewed the budget and tax rate one additional time, explaining each one of the categories that would be good. He commended the Mayor, Councilmembers, and City Staff for excellent preparation and their ability to answer questions and explain the budget and tax rate.

Mayor Marshall said the next public hearing was the following Tuesday, August 30, 2016. City Council and City Staff will take the questions/comments and try to explain those items more thoroughly at our next meeting, such as the reserve funds and how it operated. The Mayor thanked City Administrator Flanigan and Finance/H.R. Manager Boyd for assimilating all the information and thanked City Council for their input.

ROUTINE ITEMS

7. FUTURE AGENDA ITEMS

Mayor Marshall asked that the impact fees be placed on the future agenda items, as requested by Cindy Meyer. City Staff was waiting to hear from the CIAC Chair to setup the next meeting. Councilmember Pettie asked that a Planning and Zoning (P&Z) Commission member appointment be added to replace new Councilmember Raney. City Administrator Flanigan also stated City Council had an updated Interlocal Agreement (ILA) between Collin County and the City of Parker, concerning the relocation of water utilities along FM 2514. Collin County recommended additional changes. Mayor Marshall inquired about the Southfork Ranch/Noise Ordinance and the ISO Presentation. Police Chief Brooks said he received a \$250

gift from the Dublin Park Addition Home Owner's Association for the Police Department.

Mayor Marshall asked everyone to keep former Councilmember Tom Stone and his family in their thoughts and prayers.

8. ADJOURN

Mayor Marshall adjourned the meeting at 8:15 p.m.

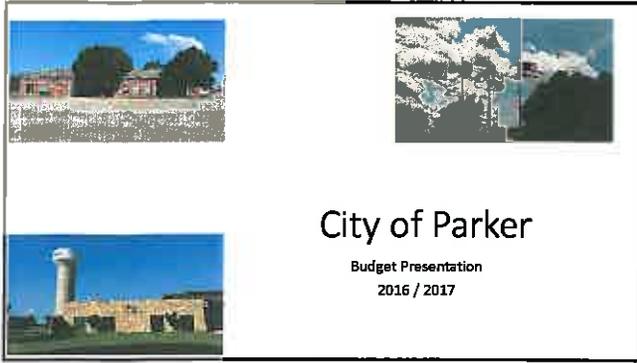
APPROVED:

Mayor Z Marshall

ATTESTED:

Approved on the 18th day
of October, 2016.

Patti Scott Grey, City Secretary





Starting Point : Balanced Budget

	2015/2016 Budget	2016 / 2017 Proposed
Revenue/Expense	\$2,766,910	\$3,494,914
Cap Imprv Accy/TxDot Funds	\$0	\$1,850,000
Total Budget	\$2,766,910	\$5,284,914



Annual Consumption

2008	383,239,000 Gallons	
2009	416,000,000 Gallons	
2010	417,637,000 Gallons	
2011	533,654,000 Gallons	Take or Pay Minimum
2012	471,460,000 Gallons	
2013	438,439,000 Gallons	
2014	421,560,000 Gallons	
2015	361,481,000 Gallons	
2016	447,206,000 Gallons	

Budget Summary – Proprietary Fund

Proposed Budget – 2016 / 2017	Summary
Revenue – All Sources	\$5,584,914
Expenses – Water Department	\$2,665,796
Expenses – Sewer Department	\$245,724
Expenses – Sanitation Department	\$313,774
Debt Service	\$359,620
Total Expenses	\$3,584,914

Revenue Sources

- Water Sales - \$2,663,164
 - 55 New Homes
- Meter Installation Fees - \$110,000
 - 55 homes @ \$2K each
- TXDOT – \$1,700,000
 - Waterline relocation



B4

Highlights – Water Department

- **Cost of Water**
 - Increased rate to \$2.52 / 1000 gallons
 - 7.5% increase over last year
- **Move Waterline (TxDot)**
 - \$1,700,000
- **Water Repairs & Maintenance**
 - Increased \$35,000 for aging lines
- **Design of New Pump Station**
 - Engineering for Design - \$150,000
- **Water Line Upgrade**
 - 16" upgrade - \$100,000
 - Line Looping - \$290,000
 - Relocate line outside ROW - \$60,000



B7

Highlights – Sewer Department

- **Increase revenue by 5% - \$246,750**
 - Includes Sewer Tap Fees
- **Increased cost to NTMWD**
 - Forecasting 55 new homes
 - New rates expected 10/1



Highlights – Sanitation Department

- **Total budget - \$313,774**
 - Increased by only .22%
- **Collection costs remain flat**



Debt Service

	2015 / 2016	2016 / 2017
2010 Refunding Bonds	\$150,111	\$110,640
2011 Refunding Bonds	\$249,563	\$247,480
Paying Agent Fees	\$1,500	\$1,500
Totals	\$401,174	\$359,620

General Fund



Starting Point : Balanced Budget Proposing a One and a Half Cent Tax Increase

	2015/2016 Budget	2016/2017 Proposed
Revenue	\$9,548,881	\$9,979,677
Transfers: Bond Funds	\$1,447,900	\$1,483,035
Transfers: County Funds	0.00	\$539,073
Transfers: Court Funds	\$10,500	\$10,500
Transfers: Reserves	\$500,885	\$466,433
Total Budget	\$5,507,776	\$6,428,718
	Increased	16.7%



Budget Summary – General Fund

2016 / 2017 - Proposed Budget	Summary
Revenue – All Sources	\$6,263,253
Expenses – Administration	\$893,010
Expenses – Police Department	\$1,016,360
Expenses – Municipal Court	\$194,629
Expenses – Fire Department	\$364,201
Expenses – Code Enforcement	\$136,182
Expenses – Public Works	\$1,095,032
Expenses – City Property	\$120,750
Expenses – Street Projects	\$1,974,550
Debt Service	\$508,539
Total Expenses	\$6,263,253

Revenue Sources

- Property Taxes - \$2,808,641
 - Certified Value - \$767,419,941
- Building Permits - \$385,000
 - 55 New homes
- Franchise Fees - \$250,000
- Fines - \$200,000
- Sales Tax - \$150,000
- Other - \$186,036



Requested Additions – Public Works

- New Employee (split w/Building & Code)
 - Storm Water Manager/Building & Code
 - Salary plus benefits - \$62,200
- New Truck – Moved to Current Year Budget
 - Purchased 7/5/16



Requested Additions – City Property

- Modular Building – Police
 - \$2,500 rent per month - \$30,000
- Increased Maintenance / Operations
 - \$13,000
 - Aging City Buildings



Police Department Overview

- Operations Budget increased 8.82%
 - Personnel
 - Reduced Uniform cost by \$2,200
- Purchases Moved to Current Budget Year
 - New Tahoe – Purchased 7/19/16
 - Rifles – (4)
- COMMENTS?



Fire Department Overview

- Operations Budget Increased 18.04%
 - 7 Day Part-Time Paid Coverage
 - Reduced Reimbursement Per Call and Stipend Costs

• Comments?



Bond/County Funds – Street Projects

- County Funds for Springhill Widening
 - \$539,073 (50/50 split)
 - North of Chapparal
- Bond Funds
 - Balance after split for other Street Projects



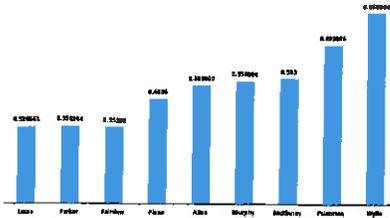
Debt Service

	2015 / 2016	2016 / 2017
2010 Refunding Bonds (07/15/2019)	\$104,314	\$ 76,886
2011 Refunding Bonds (02/15/2028)	\$267,130	\$264,901
2015 C/O – Streets (02/15/2025)	\$164,195	\$166,752
Total	\$535,639	\$508,539

Proposed Tax Rates

Proposed Tax Rate	.365984 per \$100
Preceding Year's Tax Rate	.350984 per \$100
Effective Tax Rate	.304124 per \$100
Rollback Tax Rate	.321153 per \$100

Current FY 15/16
City Tax Rates



Tax Rate Meetings

ALL MEETINGS REQUIRE SUPER QUORUM

- Meeting to discuss tax rate
- 1st Public Hearing
 - 08/23/16 – *Today's meeting*
- 2nd Public Hearing
 - 08/30/16
- Schedule to Vote on Tax Rate
 - 09/6/16

Thank you!





Council Agenda Item

Item 6
C'Sec Use Only

Budget Account Code:	Meeting Date: October 18, 2016
Budgeted Amount:	Department/ Requestor: City Secretary
Fund Balance-before expenditure:	Prepared by: City Secretary Scott Grey
Estimated Cost:	Date Prepared: September 27, 2016
Exhibits:	Proposed Minutes

AGENDA SUBJECT

APPROVAL OF MEETING MINUTES FOR AUGUST 30, 2016. [SCOTT GREY]

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

Approve, Table, Deny

Inter - Office Use			
Approved by:			
Department Head/ Requestor:	<i>Patti Scott Grey</i>	<i>PSG</i> Date:	10/14/2016
City Attorney:		Date:	
City Administrator:	<i>Jeff Flanigan</i>	Date: <i>IF</i>	10/14/2016

MINUTES
CITY COUNCIL MEETING
AUGUST 30, 2016

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 Z Marshall called the meeting to order at 7:00 p.m. Council members Scott Levine, Lee Pettle, Cleburne Raney, Ed Standridge, and Patrick Taylor were present.

Staff Present: City Administrator Jeff Flanigan, Finance/H.R. Manager Johnna Boyd, City Secretary Patti Scott Grey, City Attorney Jim Shepherd, and Police Chief Richard Brooks

PLEDGE OF ALLEGIANCE

AMERICAN PLEDGE: Boy Scout Jake Reed led the pledge.

TEXAS PLEDGE: Police Chief Richard Brooks 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.

Andy Piziali, 6616 Estados Drive, spoke in opposition to item #2, "CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON RESOLUTION NO. 2016-520 ALLOWING THE MAYOR TO ACCEPT GIFTS UP TO \$500. [BOYD]", on tonight's agenda and asked City Council to vote against the item. Mr. Piziali also commented the proposed tax rate increase may tax Parker residents out of their homes. Residents would not be able to stay in Parker and new comers would change the vision for Parker.

Cindy Meyer, 6618 Estados Drive, spoke about budget concerns, starting with Administration, she felt many lines were being automatically increased without review. There may be more effective ways of accomplishing the same or better services. Ms. Meyer suggested electronic billing and sending the City Newsletter out electronically and posting it to the City's website. The electronic billing the City does have was not being properly marketed or more residents would participate in the service. The newsletter should not be sent just to have a quarterly newsletter. It should only be sent when it had newsworthy information. She felt there were better ways to do things and did not feel the City was exploring options. She asked City Council and Staff to think "outside the box" and find better solutions. Finally, Ms. Meyer said a tax increase was not warranted.

Bill Budzinski, 4705 Ravensthorpe Drive, asked if City Council and Staff thought they were being fiscally responsible, increasing the tax rate some sixteen percent (16%). That

was like receiving a sixteen percent (16%) raise, most individuals cannot recall ever getting that kind of a raise. Mr. Budzinski said he understood this was very challenging process, but the Parker residents have entrusted this council and city staff with this task.

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.

Mayor Marshall recognized Mayor Pro Tem Levine. Mr. Levine asked Mr. Piziali if he had an opportunity to read the summary for the agenda item #2, "CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON RESOLUTION NO. 2016-520 ALLOWING THE MAYOR TO ACCEPT GIFTS UP TO \$500. [BOYD]". Mr. Piziali said no. After reading the brief summary, Mr. Piziali said he understood the item better and did not have a problem with the item. Although City Council, Staff, and the audience agreed, the agenda caption could have been worded more clearly and that would be the goal in the future. Once that item was clarified, the Mayor proceeded with the consent agenda items.

1. APPROVAL OF MEETING MINUTES FOR JULY 7, 2016. [SCOTT GREY]
2. CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON RESOLUTION NO. 2016-520 ALLOWING THE MAYOR TO ACCEPT GIFTS UP TO \$500. [BOYD]
3. CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON RESOLUTION 2016-521 ENTERING INTO A SERVICE AGREEMENT WITH BROOKSCARDIEL, PLLC FOR 2015-2016 AUDIT. [BOYD]

MOTION: Councilmember Standridge moved to approve consent agenda as presented. Councilmember Taylor seconded with Councilmembers Levine, Pettie, Raney, Standridge, and Taylor voting for the motion. Motion carried 5-0.

INDIVIDUAL CONSIDERATION ITEMS

4. PUBLIC HEARING ON FY2016-2017 BUDGET AND TAX RATE. [MARSHALL]

Mayor Marshall opened the public hearing at 7:17 p.m.

Finance/H.R. Manager Boyd reviewed the PowerPoint. (See Exhibit 1 – City of Parker Budget Presentation 2016/2017)

Mayor Marshall noted the City did not reach "Take or Pay" this year, so the City should receive a small rebate from the North Texas Municipal Water District (NTMWD). He briefly explained the sixteen inch (16") water line upgrade, stating the water line was actually outside the subdivision and the city required a twelve inch (12") line. In the near future there will a need for a 16" line. The City asked the developer to bid both 12" and 16", with the City paying the difference. City Staff would look into sales tax issues, internet sales and sales tax rate. Moss Ridge Road Drainage Improvements would be rebid, because the bids amounts were higher than expected and the new bids proposals would have several different options.

Cindy Meyer and Stephanie Casson spoke again in opposition to the proposed budget and tax rate.

Billy Barron, 6707 Overbrook Drive, said he had heard the budget and tax rate discussions and reviewed the budget. He did not see "major fat" or find places for major cost savings. Mr. Barron said he was in favor of the budget, as presented, and he was supportive of a paid fire department.

Mayor Marshall asked if anyone else wanted to speak "For" or "Against" the item. No one came forward; the Mayor declared the public meeting closed at 8:09 p.m.

The Mayor urged City Council, Staff, residents to get all or any concerns to him, the City Administrator, and/or Finance/H.R. Manager Boyd. There would be one final opportunity to speak on the subject, September 6, 2016 prior to adoption.

5. CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON BUDGET AND TAX RATE. [MARSHALL]

No action taken.

6. CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON AN INTERLOCAL AGREEMENT BETWEEN COLLIN COUNTY AND THE CITY OF PARKER, CONCERNING THE RELOCATION OF WATER UTILITIES ALONG FM 2514 [SHEPHERD] [RES. NO. 2016-513 – ILA CORRECTION]

City Attorney Shepherd reviewed the item briefly, stating the Interlocal agreement (ILA) attached to Resolution No. 2016-513 needed correction. Mr. Shepherd suggested recessing to discuss those changes.

Mayor Marshall recessed the regular meeting at 8:15 p.m. to discuss the Interlocal agreement.

Mayor Marshall reconvened the regular meeting at 8:30 p.m.

MOTION: Councilmember Levine moved to authorize the City Attorney to make the necessary changes and/or clarify the ILA language and further authorize Mayor Marshall to sign the agreement once those changes were made. Councilmember Taylor seconded with Councilmembers Levine, Pettie, Raney, Standridge, and Taylor voting for the motion. Motion carried 5-0.

ROUTINE ITEMS

7. FUTURE AGENDA ITEMS

Mayor Marshall asked if there were any items to be added to the future agenda. He said the next regularly scheduled meeting would be Tuesday, September 6, 2016, when adoption of the budget and tax rate would be on the agenda. He noted October 4, 2016 would be National Night Out (NNO). City Administrator Flanigan gave an update on the Capital Improvement Advisory Committee (CIAC)'s Impact Fee process, which included public hearings for citizen input.

Mayor Marshall again asked everyone to keep former Councilmember Tom Stone and his family in their thoughts and prayers. The Mayor also stated former Mayor Frank Tucker passed away.

8. ADJOURN

Mayor Marshall adjourned the meeting at 8:32 p.m.

APPROVED:

Mayor Z Marshall

ATTESTED:

Approved on the 18th day
of October, 2016.

Patti Scott Grey, City Secretary

PROPOSED BUDGET

**City of Parker-General Fund
FY 2016 / 2017**

ACCT #	Revenue - City	Actuals as of: 8/23/2016	2015 / 2016 Budgeted Revenue	2016 / 2017 Proposed Budget (before adj's)	2016 / 2017 Adjustments	2016 / 2017 Proposed Budget
Revenues						
1-10-4100	Current year taxes - M & O	1,851,013	1,855,856	2,300,103	0	2,300,103
3-90-4101	Current year taxes - I & S	534,270	535,639	508,538	0	508,538
1-10-4120	Delinquent Taxes - M & O	40,209	10,000	35,000	0	35,000
3-90-4121	Delinquent taxes - I & S	10,607	3,200	10,000	0	10,000
1-10-4125	Penalties & Interest - M & O	15,009	9,400	14,000	0	14,000
3-90-4125	Penalties & Interest - I & S	4,206	3,000	4,000	0	4,000
1-10-4130	Building permits	244,521	440,000	385,000	0	385,000
	Development Inspection Fees	50,729	70,000	50,000	0	50,000
1-10-4140	Franchise and use fees	222,826	250,000	250,000	0	250,000
1-10-4150	Special use permits	1,400	1,000	1,300	0	1,300
1-10-4160	Filing fees	36	1,000	1,000	0	1,000
1-10-4170	Fines	152,229	160,000	200,000	0	200,000
1-10-4190	Other income	23,078	22,000	22,000	0	22,000
1-10-4192	State of TX training for PD	1,094	1,036	1,036	0	1,036
1-10-4201	Donated Dollars	0	500	2,400	100	2,500
	Parkerfast Revenue	855	1,000	1,000	0	1,000
1-10-4220	Sales tax collected	107,291	150,000	150,000	0	150,000
1-10-4225	Mixed beverage tax	4,666	4,250	6,200	0	6,200
1-10-4400	Alarm registrations/permits	12,325	11,000	13,000	0	13,000
1-10-4500	Interest Income	30,780	20,000	25,000	0	25,000
	Sub-total Revenue	3,307,143	3,548,881	3,979,577	100	3,979,677
FUND BALANCE TRANSFERS						
FUND-5	Bond Funds					
FNDBAL	Security Fund	12,023	1,447,500	1,435,477	(2,442)	1,433,035
FNDBAL	Technology Fund	0	5,000	5,000	0	5,000
FNDBAL	Seizure Fund	0	5,500	5,500	0	5,500
FNDBAL	Capital Improvement Acct	0	0	0	0	0
FNDBAL	Reserves	0	0	539,073	0	539,073
	Sub-Total Fund Balance Trfs	0	500,885	0	466,433	466,433
	Grand Total all Sources	3,307,143	1,958,885	1,985,050	463,991	2,449,041
			5,507,766	5,964,627	464,091	6,428,718

PROPOSED BUDGET

City of Parker-General Fund

FY 2016 / 2017

Expenses by Department - SUMMARY	Actuals as of: 8/23/2016	2015 / 2016 Budgeted Expenses	2016 / 2017 Proposed Budget (before adjs)	2016 / 2017 Adjustments	2016 / 2017 Proposed Budget
Administration	496,109	975,975	895,010	168,007	1,063,017
Police Department	732,488	932,057	1,110,760	(96,500)	1,014,260
Municipal Court	127,121	161,319	194,629	0	194,629
Fire Department	171,995	308,550	564,201	(200,000)	364,201
Building and Code Enforcement	84,944	101,654	136,182	0	136,182
Public Works	292,056	968,072	1,095,032	(40,000)	1,055,032
City Property	52,784	77,000	120,750	0	120,750
Fund 5 - Street Projects	12,023	1,447,500	1,974,550	(2,442)	1,972,108
Debt Service	385,500	535,639	508,538	0	508,538
Total Expenses by Dept	2,355,021	5,507,766	6,599,652	(170,935)	6,428,718

2015 Total Taxable Value	RATE	767,419,941
M & O Revenue	0.299719	2,300,103
I & S Revenue	0.066265	508,538
Other Revenue		3,620,077
Total Revenue		6,428,718
Combined Rate	0.365984	.015 Increase

Certified Totals

0
0.00

**City of Parker-General Fund
Proposed Budget - 2016 / 2017**

ACCT #	ADMINISTRATION	Actuals as of: 8/23/2016	2015 / 2016 Budgeted Expenses	2016/ 2017 Proposed Budget (before adj's)	2016 / 2017 Adjustments	2016 / 2017 Proposed Budget
	Expenditures					
1-10-6000	Office supplies	4,104	5,500	5,500		5,500
1-10-6010	Postage	4,159	6,000	7,500		7,500
1-10-6015	Printing	2,909	3,000	4,000		4,000
1-10-6016	Printing projects	0	1,000	1,000		1,000
1-10-6020	Computer & software upgrades	11,399	14,000	14,000		14,000
1-10-6025	Website maintenance	5,509	5,510	17,149		17,149
1-10-6030	Copy machine lease	1,226	1,350	1,700		1,700
1-10-6035	Office equipment	703	1,000	3,500		3,500
1-10-6040	Newsletter expense	1,301	4,000	4,000		4,000
1-10-6045	Memberships, dues & subscript	2,377	3,000	3,250		3,250
1-10-6050	Data processing tax stmts	1,313	1,490	1,500		1,500
1-10-6055	Central appraisal district	11,725	15,640	19,000		19,000
1-10-6060	Election expense	8,091	14,460	15,000		15,000

City of Parker-General Fund
Proposed Budget - 2016 / 2017

ACCT #	ADMINISTRATION	Actuals as of: 8/23/2016	2015 / 2016 Budgeted Expenses	2016/ 2017 Proposed Budget (before adj's)	2016 / 2017 Adjustments	2016 / 2017 Proposed Budget
Expenditures						
1-10-6065	Legal notice advertisement	2,735	25,000	25,000		25,000
1-10-6070	County filing fees	447	1,500	1,500		1,500
1-10-6086	Economic Development	12,148	280,000	250,000		250,000
1-10-6090	Council/Boards food & supplies	2,275	2,500	2,500		2,500
1-10-6095	City Council contingency	95,894	172,164	80,000	170,000	250,000
1-10-6075	Records Management	2,700	5,500	3,000		3,000
1-10-6920	Contingency expense (Admin)	0	6,000	10,000		10,000
1-10-6930	Other expense	3,756	5,500	5,500	7	5,507
1-10-7300	Auditor fees	8,000	8,000	8,000		8,000
1-10-7400	Legal fees	78,000	100,000	100,000		100,000
1-10-7600	Technology support	9,891	15,500	15,500		15,500
1-10-7700	Codification services	300	3,750	3,000		3,000
1-10-7900	Staff training & education	4,109	10,000	10,000	(2,000)	8,000
1-10-7905	Training (P&Z/Council)	3,453	8,000	8,000		8,000
1-10-8000	Salaries & Wages	169,075	192,593	204,370		204,370
1-10-8100	Overtime wages	0	2,000	2,000		2,000
1-10-8200	TMRS & TWC benefits	19,897	24,324	25,626		25,626
1-10-8250	Workers compensation	407	600	750		750
1-10-8300	Employers matching medicare	2,451	2,894	3,065		3,065
1-10-9400	Health Insurance	22,377	25,200	30,600	0	30,600
2374087.00	Health Insurance - retiree	3,377	4,000	4,500		4,500
1-10-8600	Personnel contingency	0	5,000	5,000		5,000
	Total	496,109	975,975	895,010	168,007	1,063,017

% Change from
previous year

8.92%



**City of Parker-General Fund
Proposed Budget - FY 2016/ 2017**

ACCT #	POLICE	Actuals as of: 8/23/2016	2015 / 2016 Budgeted Expenses	2016 / 2017 Proposed Budget (before adjs)	2016 / 2017 Adjustments	2016 / 2017 Proposed Budget
Expenditures						
1-20-6000	Office supplies	3,254	4,000	4,000		4,000
1-20-6010	Printing	2,789	5,150	5,150		5,150
1-20-6020	Computer & software upgrades	890	5,500	5,500		5,500
1-20-6045	Memberships, Dues, Subscriptions, Applications & Best Practice	4,237	6,500	6,500	0	6,500
1-20-6100	Communications	6,692	10,000	10,000		10,000
1-20-6200	Vehicle fuel, oil, wash, & track	18,532	26,000	27,300		27,300
1-20-6340	Gas, oil, propane, & electric	4,379	7,200	7,200		7,200
1-20-6410	Vehicle repairs & maintenance	8,023	17,725	20,000		20,000
1-20-6420	Camera & in-car video equip	52	5,000	5,000		5,000
1-20-6430	Department equipment	7,737	15,000	12,000	0	12,000
1-20-6435	Electronic repairs & radios	374	2,000	2,000		2,000
1-20-6440	Crime scene equipment & suppl	265	1,000	1,000		1,000
1-20-6445	Crime prevention	0	2,000	2,000		2,000
1-20-6450	Dispatch Services	27,194	27,200	35,000		35,000

**City of Parker-General Fund
Proposed Budget - FY 2016/ 2017**

ACCT #	POLICE	Actuals as of: 8/23/2016	2015 / 2016 Budgeted Expenses	2016 / 2017 Proposed Budget (before adjs)	2016 / 2017 Adjustments	2016 / 2017 Proposed Budget
Expenditures						
1-20-6455	CCSO-Inmate boarding	70	3,000	3,000		3,000
1-20-6460	Uniforms & officer equip	10,038	11,000	11,000	(2,200)	8,800
1-20-6465	Animal control	5,652	6,000	6,000		6,000
1-20-6470	Child abuse task force	2,500	2,750	2,750		2,750
1-20-6475	Radios	0	5,000	5,000	0	5,000
1-20-6485	Ammunition	2,814	3,000	3,500		3,500
1-20-6495	New patrol units	0	0	80,000	(80,000)	0
1-20-6878	Tuition reimbursement	564	1,500	1,500		1,500
1-20-7800	Insurance - liability	7,826	7,850	8,500		8,500
1-20-7900	Training & education	5,863	10,000	10,000		10,000
TBD	Training Funds from State	1,295	2,074	1,872		1,872
1-20-6882	Seizure Funds - per detail req.	0	0	0		0
1-20-6885	Donated Dollars	0	244	2,644	100	2,744
1-20-6893	Employment evaluations	913	3,000	3,000	0	3,000
1-20-8000	Salaries & Wages	460,017	554,290	594,882	0	594,882
1-20-8100	Overtime wages	18,525	20,725	15,000		15,000
1-20-8200	TMRS benefits	56,794	69,592	74,219	0	74,219

**City of Parker-General Fund
Proposed Budget - FY 2016/ 2017**

ACCT #	POLICE	Actuals as of:		2015 / 2016 Budgeted Expenses	2016 / 2017 Proposed Budget (before adjs)	2016 / 2017 Adjustments	2016 / 2017 Proposed Budget
		8/23/2016					
	Expenditures						
1-20-8250	Workers compensation	10,186	10,200	12,000			12,000
1-20-8300	Employers matching medicare	6,939	11,957	8,843	0		8,843
1-20-8400	Health insurance	58,075	75,600	102,000			102,000
TBD	Personnel Contingency			3,000			3,000
TBD	Contingency			5,000			5,000
TBD	New Patrol Rifles			14,400	(14,400)		0
	Total	732,488	932,057	1,110,760	(96,500)		1,014,260

% Change from
previous year

8.82%

**City of Parker-General Fund
Proposed Budget - FY 2016 / 2017**

ACCT #	MUNICIPAL COURT	Actuals as of: 8/23/2016	2015 / 2016 Budgeted Expenses	2016 / 2017 Proposed Budget (before adjs)	2016 / 2017 Adjustments	2016 / 2017 Proposed Budget
Expenditures						
1-30-6000	Office supplies	279	1,000	1,000		1,000
1-30-6020	Court technology fund	3,804	5,500	5,500		5,500
1-30-6080	Security fund	220	5,000	5,000		5,000
1-30-6510	Court refunds and jury costs	72	2,000	2,000		2,000
1-30-6520	State court costs	51,085	65,000	95,000		95,000
1-30-6545	Court food and supplies	47	225	225		225
1-30-7100	Judge fees	5,350	6,420	6,420		6,420
1-30-7111	Prosecuting attorney fees	5,000	6,000	6,000		6,000
1-30-7900	Court training and education	359	1,200	1,200		1,200
1-20-8000	Salaries & Wages	46,858	53,148	54,482		54,482
1-30-8200	TMRS & TWC benefits	5,565	6,495	6,652		6,652
1-30-8250	Workers' compensation	109	160	160		160
1-30-8300	Employers matching medicare	679	771	790		790
1-30-8400	Health Insurance	7,695	8,400	10,200		10,200
	Total	127,121	161,319	194,629	0	194,629

% Change from
previous year

20.65%

**City of Parker-General Fund
Proposed Budget - FY 2016 / 2017**

ACCT #	FIRE DEPT.	Actuals as of: 8/23/2016	2015 / 2016 Budgeted Expenses	2016 / 2017 Proposed Budget (before adjs)	2016 / 2017 Adjustments	2016 / 2017 Proposed Budget
Expenditures						
1-40-6000	Office equip & supplies	283	1,000	1,000		1,000
1-40-6010	Printing & postage	0	300	300		300
1-40-6045	Memberships, dues & Subscr	2,548	4,000	4,000		4,000
1-40-6100	Communications	1,687	2,000	2,000		2,000
1-40-6200	Vehicle operation & maint	3,234	18,000	18,000		18,000
1-40-6300	Medical director	1,785	2,000	2,500		2,500
1-40-6305	Fire marshall expense	0	500	500		500
1-40-6310	Medical transport	15,291	25,000	25,000		25,000
1-40-6315	Medical supplies (consumables)	2,957	3,000	3,750		3,750
1-40-6320	Dispatch services	31,244	31,750	33,400		33,400

**City of Parker-General Fund
Proposed Budget - FY 2016 / 2017**

ACCT #	FIRE DEPT.	Actuals as of: 8/23/2016	2015 / 2016 Budgeted Expenses	2016/2017 Proposed Budget (before adjs)	2016 / 2017 Adjustments	2016/2017 Proposed Budget
Expenditures						
1-40-6325	Reimbursement per call	14,751	20,000	10,000		10,000
1-40-6327	Stipend Pay	33,105	55,000	18,100		18,100
1-40-6340	Gas, oil, propane, & electric	9,939	12,000	12,000		12,000
1-40-6345	Consumable fire suppression	0	0	1,000		1,000
1-40-6350	Equipment & electronic repairs	12,065	12,070	15,000		15,000
1-40-6360	Uniforms & equipment	4,734	5,000	5,000		5,000
1-40-6365	Replacement gear	3,298	3,000	5,000		5,000
1-40-6370	Software licensing fees	4,042	4,500	4,500		4,500
1-40-6375	Inoculations/physicals/screens	886	1,000	1,000		1,000
1-40-6380	Building maintenance & upgrades	1,188	2,000	2,000		2,000
1-40-6390	Capital equipment	0	0	0		0

**City of Parker-General Fund
Proposed Budget - FY 2016 / 2017**

ACCT #	FIRE DEPT.	Actuals as of: 8/23/2016	2015 / 2016 Budgeted Expenses	2016/ 2017 Proposed Budget (before adjs)	2016 / 2017 Adjustments	2016/ 2017 Proposed Budget
Expenditures						
1-40-6395	Radio & air tank replacement	18,496	18,500	10,000		10,000
1-40-7800	Insurance - Liability	5,974	6,000	7,000		7,000
1-40-7810	Insurance - Workers Comp	2,937	3,000	4,000		4,000
1-40-7820	Insurance - Fire Dept AD&D	0	6,500	6,500		6,500
1-40-7900	Training & education	1,551	2,430	10,000		10,000
1-40-7305	Consulting Services	0	70,000	75,000	(75,000)	0
1-40-8000	Salaries & Wages	0	0	104,500		104,500
1-40-8200	TWC Benefits	0	0	1,986		1,986
1-40-8300	Employer's matching SS/MC	0	0	7,994		7,994

**City of Parker-General Fund
Proposed Budget - FY 2016 / 2017**

ACCT #	FIRE DEPT.	Actuals as of: 8/23/2016	2015 / 2016 Budgeted Expenses	2016 / 2017 Proposed Budget (before adjs)	2016 / 2017 Adjustments	2016 / 2017 Proposed Budget
	Expenditures					
TBD	Addition of Weekend Coverage	0	0	46,671		46,671
TBD	Durable Medical Equipment	0	0	1,500		1,500
TBD	Sleeping Quarters	0	0	65,000	(65,000)	0
TBD	Radio Replacement-Phase 2	0	0	60,000	(60,000)	0
	Total	171,995	308,550	564,201	(200,000)	364,201

% Change from
previous year

18.04%

**City of Parker-General Fund
Proposed Budget - FY 2016 / 2017**

ACCT #	BUILDING & CODE	Actuals as of: 8/23/2016	2016/ 2017 Budgeted Expenses	2016 / 2017 Proposed Budget (before adjs)	2016 / 2017 Adjustments	2016 / 2017 Proposed Budget
Expenditures						
1-50-6020	Computer equip & software	0	500	500		500
1-50-6045	Memberships, dues & subscr	111	350	350		350
1-50-6100	Communications	339	750	750		750
1-50-6200	Vehicle fuel, oil, wash & track	2,690	6,500	6,500		6,500
1-50-6910	Miscellaneous supplies	320	500	500		500
1-50-6940	Uniforms	0	300	300		300
1-50-7800	Insurance - liability	414	450	450		450
1-50-7900	Training & education	1,146	1,500	1,500		1,500
1-50-8000	Salaries & wages	63,503	72,137	96,439		96,439
1-50-8200	TMRS benefits	7,482	8,741	11,719		11,719
1-50-8250	Workers' compensation	323	475	475		475
1-50-8300	Employers matching medicare	921	1,051	1,399		1,399
1-50-8400	Health Insurance	7,695	8,400	15,300	0	15,300
	Total	84,944	101,654	136,182	0	136,182

% Change from
previous year

33.97%

**City of Parker-General Fund
Proposed Budget - FY 2016 / 2017**

ACCT #	PUBLIC WORKS	Actuals as of: 8/23/2016	2015/ 2016 Budgeted Expenses	2016 / 2017 Proposed Budget (before adjts)	2016 / 2017 Adjustments	2016 / 2017 Proposed Budget
	Expenditures					
1-60-6340	Gas, oil, propane, & electric	295	300	325		325
1-60-6610	Street maintenance & repair	12,913	549,537	300,000	0	300,000
1-60-6630	Median Expense	21,446	26,000	75,500	0	75,500
1-60-6640	Drainage expense	93,057	170,000	400,000	0	400,000
1-60-6650	Public safety & signage	12,991	18,000	18,000	0	18,000
1-60-6660	Tools & equipment	941	5,000	5,000	0	5,000
1-60-6670	Vehicle & tractor expense	4,596	13,500	10,000		10,000
1-60-6672	Vehicle Purchase	0	0	30,000	(30,000)	0
1-60-6675	Mower & fuel	3,017	5,000	5,000		5,000
1-60-6830	Park Improvements	0	500	500		500
1-60-6840	Park Maintenance	906	2,385	2,400		2,400
1-60-6850	Parkerfest	1,963	1,963	2,000		2,000
1-60-6860	Scouting Projects	0	1,000	1,000		1,000
1-60-7200	Engineering fees	53,761	70,000	110,000	(10,000)	100,000
1-60-7210	Living Legacy Tree Program	842	2,000	2,000		2,000
1-60-7500	GIS computer services	0	5,000	0		0
1-60-7800	Insurance - liability	1,050	1,050	1,200		1,200
1-60-8000	Salaries & wages	61,119	70,422	94,537		94,537

**City of Parker-General Fund
Proposed Budget - FY 2016 / 2017**

ACCT #	PUBLIC WORKS	Actuals as of: 8/23/2016	2015/ 2016 Budgeted Expenses	2016 / 2017 Proposed Budget (before adjs)	2016 / 2017 Adjustments	2016 / 2017 Proposed Budget
	Expenditures					
1-60-8200	TMIRS benefits	7,439	8,693	11,649		11,649
1-60-8250	Workers' compensation	1,358	2,000	1,600		1,600
1-60-8300	Employers matching medicare	898	1,022	1,371		1,371
1-60-8400	Health insurance	13,466	14,700	22,950		22,950
	Total	292,056	968,072	1,095,032	(40,000)	1,055,032

% Change from
previous year

8.98%

**City of Parker-General Fund
Proposed Budget - FY 2015 / 2016**

ACCT #	CITY PROPERTY	Actuals as of: 8/23/2016	2014 / 2015 Budgeted Expenses	2015 / 2016 Proposed Budget (before adj)	2015 / 2016 Adjustments	2015 / 2016 Proposed Budget
	Expenditures					
1-65-5100	Communications	3,837	5,500	5,500		5,500
1-65-6340	Gas, oil, propane, & electric	10,494	13,000	13,000		13,000
1-65-6710	Maintenance & operations	27,076	27,000	40,000		40,000
	Rent - Modular Building/PD	0	0	30,000		30,000
1-65-6720	Improvements	3,878	24,000	24,000		24,000
1-65-7800	Insurance - Liability	7,500	7,500	8,250		8,250
	Total	52,784	77,000	120,750	0	120,750

% Change from
previous year

56.82%

**City of Parker-General Fund
Proposed Budget - FY 2016 / 2017**

ACCT #	FUTURE CAPITAL IMPROVEMENTS	Actuals as of: 6/23/2016	2015 / 2016 Budgeted Expenses	2016 / 2017 Proposed Budget (before adjts)	2016 / 2017 Adjustments	2016 / 2017 Proposed Budget
	Expenditures					
1-85-9220	Future Capital Improvements	0	0	0	0	0
5-92-6910	County Funds			539,073	0	539,073
5-92-6910	Street Improvement Projects	12,023	1,447,500	1,435,477	(2,442)	1,433,035
	Total	0	1,447,500	1,974,550	(2,442)	1,972,108

**City of Parker-General Fund
Proposed Budget - 2015 / 2016**

ACCT #	DEBT SERVICE	Actuals as of: 8/23/2016	2015 / 2016 Budgeted Expenses	2015 / 2017 Proposed Budget (before adjs)	2016 / 2017 Adjustments	2016 / 2017 Proposed Budget
	Expenditures					
	2015 C/O	150,087	164,195	166,752	0	166,752
3-90-9000	2010 Refunding Bonds	5,007	104,314	76,885	0	76,885
3-90-9020	2011 Refunding Bonds	230,406	267,130	264,901		264,901
	Total	385,500	535,639	508,538	0	508,538

2016 / 2017 Debt Service	508,538
Taxable Value	767,419,941

Debt Service Tax Rate	0.066265
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PROPOSED BUDGET

**City of Parker-Proprietary Fund
FY 2016 / 2017**

SUMMARY	Actuals as of:	2015 / 2016	2016 / 2017	2016 / 2017	2016 / 2017
	8/23/2016	Budget	Proposed before adjs	Adjustments	Proposed Budget
Revenue - All Sources	2,238,509	2,766,910	3,584,914	0	5,284,914
Water Department	1,373,277	1,822,650	2,665,796	1,700,000	4,365,796
Sewer Department	112,771	230,001	245,724	0	245,724
Sanitation Department	189,798	313,085	313,774	0	313,774
Debt Service	366,761	401,174	359,620	0	359,620
Total Expenses by Dept	2,042,607	2,766,910	3,584,914	1,700,000	5,284,914

(0)

**City of Parker-Proprietary Fund
Proposed - FY 2016 / 2017**

ACCT #	Revenue - City	Actuals as of: 8/23/2016	2015 / 2016 Budgeted Revenue	2016 / 2017 Budget (factor's adjustments)	2016 / 2017 Adjustments	2016 / 2017 Proposed Budget	2016 / 2017 Notes
	Revenues						
2-70-4010	Water Sales	1,593,873	2,016,910	2,663,164		2,663,164	55 New homes
2-70-4020	Meter Installation Fees	108,000	115,000	110,000		110,000	55 New homes @ \$2K each
2-70-4030	Water Late Charges	14,184	20,000	20,000		20,000	
2-70-4040	Other Income & Interest Revenue - TXDOT	99,227	60,000	70,000		70,000	No rebate; 50% development fees
2-75-4060	Sewer Revenue	166,325	235,000	246,750	1,700,000	1,700,000	
2-80-4800	Sanitization Revenue	256,901	320,000	325,000		246,750	add 30 homes w/sewer
	Sub-total Revenue	2,238,509	2,766,910	3,434,914	0	5,134,914	55 homes added
	County Funds						
	Sub-Total County Funds	0	0	0	0	0	
	Fund Balance Transfers						
	Reserves - Cap Improvements	0	0	150,000		150,000	Design new pump station
	Reserves - Operating Funds	0	0			0	
	Sub-Total Fund Balance Trfs	0	0	150,000	0	150,000	
	Grand Total all Sources	2,238,509	2,766,910	3,584,914	0	5,284,914	

% change from
previous year 91.00%

**City of Parker-Proprietary Fund
Proposed Budget - 2016/2017**

ACCT #	WATER DEPARTMENT	Actuals as of:	2015 / 2016	2016 / 2017	2016 / 2017
		8/23/2016	Budgeted Expenses	Proposed Budget (before adj's)	Adjustments
Expenditures					
2-70-5700	Cost - North Texas Water	939,437	1,253,000	1,346,808	
2-70-5720	Utilities - Water distribution	24,366	45,000	45,000	
2-70-5740	Water repairs & maintenance	49,932	50,000	85,000	
2-70-5760	Equipment and tools	531	3,000	3,000	
2-70-5770	Vehicle operation & maintenance	5,860	15,000	15,000	
2-70-6000	Office supplies	1,942	3,000	3,000	
2-70-6010	Printing and postage	7,754	7,500	18,000	
2-70-6020	Computer equip and software	43	2,000	4,000	
2-70-6100	Communications	4,205	7,300	5,000	
2-70-6920	Contingency	0	20,000	20,000	
2-70-7200	Engineering fees	41,837	25,000	225,000	
2-70-7300	Auditor fees	8,000	8,000	8,000	
2-70-7400	Legal fees	20,003	30,000	30,000	
2-70-7800	Insurance - Liability	16,063	17,000	17,500	
2-70-7900	Training and education	1,823	3,500	3,500	
2-70-9500	Water system improvements	0	0	450,000	
	Move Water Line				1,700,000
TBD	New Truck	0	0	35,000	
2-70-8000	Salary and Wages	188,246	247,392	255,850	
2-70-8100	Overtime Wages	1,042	4,000	4,000	
2-70-8200	TWC and TMRS Benefits	22,720	31,339	32,346	
2-70-8250	Worker's Compensation	3,498	4,000	4,500	

**City of Parker-Proprietary Fund
Proposed Budget - 2016/2017**

ACCT #	WATER DEPARTMENT	Actuals as of: 8/23/2016	2015 / 2016 Budgeted Expenses	2016 / 2017 Proposed Budget (before adj's)	2016 / 2017 Adjustments
	Expenditures				
2-70-8300	Medicare	2,745	3,719	3,842	
2-70-8400	Health Insurance	33,228	39,900	48,450	
2-70-8600	Personnel Contingency	0	3,000	3,000	
	Total	1,373,277	1,822,650	2,665,796	1,700,000

% Change from
previous year

**City of Parker-Proprietary Fund
Proposed Budget - FY 2016 / 2017**

ACCT #	SEWER DEPARTMENT	Actuals as of: 8/23/2016	2015 / 2016 Budgeted Expenses	2016 / 2017 Proposed Budget (before adjs)	2016 / 2017 Adjustments	2016 / 2017 Proposed Budget
	Expenditures					
2-75-5730	Sewer operating expense	101,807	200,000	215,000		215,000
2-75-5740	Sewer repairs and maintenance	0	16,000	16,000		16,000
2-75-5770	Truck operation and maintenance	0	500	500		500
2-75-7800	Insurance - liability	382	415	450		450
2-75-9000	Salaries and Wages	7,590	9,515	9,729		9,729
2-75-8200	TWC & TMRS Benefits	928	1,047	1,069		1,069
2-75-8250	Worker's Compensation	204	300	300		300
2-75-8300	Medicare	111	124	126		126
2-75-8400	Health Insurance	1,749	2,100	2,550	0	2,550
	Total	112,771	230,001	245,724	0	245,724

% Change from
previous year

6.84%

**City of Parker-Proprietary Fund
Proposed Budget - FY 2016 / 2017**

ACCT #	SANITATION DEPT	Actuals as of: 8/23/2016	2015 / 2015 Budgeted Expenses	2016 / 2017 Proposed Budget (before adjs)	2016 / 2017 Adjustments	2016 / 2017 Proposed Budget
	Expenditures					
2-80-5800	Garbage collection services	179,216	300,000	300,000		300,000
2-80-8000	Salary and Wages	7,590	9,515	9,729		9,729
2-80-8200	TWC and TMRS Benefits	928	1,047	1,069		1,069
2-80-8250	Worker's Compensation	204	300	300		300
2-80-8300	Medicare	111	123	126		126
2-80-8400	Health Insurance	1,749	2,100	2,550	0	2,550
	Total	189,798	313,085	313,774	0	313,774

% Change from
previous year

0.22%

**City of Parker-Proprietary Fund
Proposed Budget - 2016 / 2017**

ACCT #	DEBT SERVICE	Actuals as of: 8/23/2016	2015 / 2016 Budgeted Expenses	2016 / 2017 (before adjustments)	2016 / 2017 Adjustments	2016 / 2017 Proposed Budget
	Expenditures					
2-90-9023	2010 Refunding Bonds	150,111	150,111	110,640		110,640
2-90-9021	2011 Refunding Bonds	215,253	249,563	247,480		247,480
2-90-9030	Service chgs and paying agent	1,398	1,500	1,500		1,500
	Total	366,761	401,174	359,620	0	359,620

% Change from
previous year

-10.36%

NOTICE OF 2016 TAX YEAR PROPOSED PROPERTY TAX RATE FOR CITY OF PARKER

A tax rate of \$0.365984 per \$100 valuation has been proposed for adoption by the governing body of City of Parker. This rate exceeds the lower of the effective or rollback tax rate, and state law requires that two public hearings be held by the governing body before adopting the proposed tax rate.

The governing body of City of Parker proposes to use revenue attributable to the tax rate increase for the purpose of funding maintenance and operations expenditures.

PROPOSED TAX RATE \$0.365984 per \$100
PRECEDING YEAR'S TAX RATE \$0.350984 per \$100
EFFECTIVE TAX RATE \$0.304124 per \$100
ROLLBACK TAX RATE \$0.321153 per \$100

The effective tax rate is the total tax rate needed to raise the same amount of property tax revenue for City of

Parker from the same properties in both the 2015 tax year and the 2016 tax year.

The rollback tax rate is the highest tax rate that City of Parker may adopt before voters are entitled to petition for an election to limit the rate that may be approved to the rollback rate.

**YOUR TAXES OWED UNDER ANY OF THE ABOVE RATES
CAN BE CALCULATED AS FOLLOWS:**

property tax amount= (rate) x (taxable value of your property)/100

For assistance or detailed information about tax calculations,
please contact:

Kenneth L. Maun
Tax Assessor-Collector
2300 Bloomdale Road
McKinney, TX 75071
972-547-5020
kmaun@collincountytx.gov
www.parkertexas.us

You are urged to attend and express your views at the following public hearings on the proposed tax rate:

First Hearing: August 23, 2016 at 7:00 pm at the Parker City Hall,
5700 E Parker Road, Parker, TX 75002.

Second Hearing: August 30, 2016 at 7:00 pm at the Parker City
Hall, 5700 E Parker Road, Parker, TX 75002.

DN-1549144-01

<input type="checkbox"/> PROOF O.K. BY: _____		<input type="checkbox"/> O.K. WITH CORRECTIONS BY: _____	
PLEASE READ CAREFULLY • SUBMIT CORRECTIONS ONLINE			
ADVERTISER: CITY OF PARKER	PROOF CREATED AT: 8/12/2016 1:41 AM		
SALES PERSON: Black	PROOF DUE: -	NEXT RUN DATE: 08/16/16	
PUBLICATION: DN-DALLAS MORNING NEWS SIZE: 5.41 col X 10.5 in		DN-1549144-01.INDD	



Council Agenda Item

Item 7
C Sec Use Only

Budget Account Code:	Meeting Date: October 18, 2016
Budgeted Amount:	Department/ Requestor: City Secretary
Fund Balance-before expenditure:	Prepared by: City Secretary Scott Grey
Estimated Cost:	Date Prepared: September 27, 2016
Exhibits:	Proposed Minutes

AGENDA SUBJECT

APPROVAL OF MEETING MINUTES FOR SEPTEMBER 6, 2016. [SCOTT GREY]

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

Approve, Table, Deny

Inter - Office Use			
Approved by:			
Department Head/ Requestor:	<i>Patti Scott Grey</i>	Date: <i>10/14/2016</i>	10/14/2016
City Attorney:		Date:	
City Administrator:	<i>Jeff Flanigan</i>	Date: <i>10/14/2016</i>	10/14/2016

MINUTES
CITY COUNCIL MEETING
SEPTEMBER 6, 2016

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 Z Marshall called the meeting to order at 7:30 p.m. Council members Scott Levine, Lee Pettle, Cleburne Raney, Ed Standridge, and Patrick 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, Assistant Fire Chief Mark Barnaby, and Police Chief Richard Brooks

PLEDGE OF ALLEGIANCE

AMERICAN PLEDGE: Hugh Lewis led the pledge.

TEXAS PLEDGE: David Leamy led the pledge.

MOMENT OF SILENCE

Mayor Marshall asked for a moment of silence for former Councilmember Tom Stone. He passed away peacefully at his home in Parker on September 1, 2016.

David Leamy, 5801 Rathbone Drive, asked when former Councilmember Stone's internment would be. Mayor Marshall said his service was earlier today.

Councilmember Standridge commended Mayor Marshall for the wonderful eulogy he gave on former Councilmember Stone's behalf.

Mayor Marshall spoke briefly of plans to name a street in Tom Stone's honor. He said Mayor Pro Tem made the suggestion and Developer Stephen Sallman agreed to name a street in one of the new developments in his honor. The Mayor thanked both gentlemen.

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

1. APPROVAL OF MEETING MINUTES FOR JULY 20, 2016. [SCOTT GREY]

MOTION: Councilmember Pettie moved to approve July 20, 2016 City Council minutes, as presented. Councilmember Taylor seconded with Councilmembers Levine, Pettie, Raney, Standridge, and Taylor voting for the motion. Motion carried 5-0.

2. CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON ORDINANCE NO. 740, ADOPTING THE 2016 TAX RATE. [MARSHALL]

Mayor Marshall asked City Attorney Shepherd to address an issue Staff discovered this afternoon. After an inquiry by Finance/H.R. Manager Boyd, Collin County indicated they erred by transposing numbers. The numbers Collin County provided, which were used to calculate the effective tax rate and the rollback rate, resulted in a \$37 million error. Those results or numbers were used in required newspaper advertising and city website notices/postings and they were off. Specifically, because the tax worksheets provided by Collin County were incorrect. That made the tax increase, specifically, the percentage increase appear much worse than it was. The laws states if this was done in bad faith the citizens had a right to an injunction to stop the tax rate increase. The City did not do that, in fact, as soon as the error was discovered it was brought to the attention of Collin County, they have acknowledged their transposition error, and worked to correct the error. City Attorney Shepherd said though unfortunate, the error was being corrected and defensible.

Mayor Marshall thanked Finance/H.R. Manager Boyd for her diligent work in getting the error corrected.

MOTION: Councilmember Taylor moved that the property tax rate be increased by the adoption of a tax rate of 0.365984, which is effectively a 12.46 percent increase in the tax rate [This motion approved Ordinance No. 740, adopting the 2016 Tax Rate]. Councilmember Standridge seconded with Councilmembers Levine, Pettie, Raney, Standridge, and Taylor voting for the motion. Motion carried 5-0.

3. CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON ORDINANCE NO. 741, ADOPTING THE 2016-2017 BUDGET. [MARSHALL]

Mayor Marshall noted the corrected budget cover page (See Exhibit 1 – City of Parker, Fiscal Year 2016-2017, Budget Cover Page, September 6, 2016). He then asked if there were any questions or comments. He asked City Attorney Shepherd if there was any particular language required for this item. City Attorney Shepherd said no. This required language was for the last item, adopting the 2016 Tax Rate. The motion would be to adopt the budget.

MOTION: Councilmember Standridge moved to approve Ordinance No. 741, adopting the 2016-2017 Budget, as stated. Mayor Marshall said we have a motion to approve Ordinance No. 741, adopting the 2016-2017 Budget with the corrected budget cover page attached. Councilmember Taylor seconded.

Mayor Marshall asked if there was any discussion. Councilmember Pettie said she had a comment about the budget. Ms. Pettie said she was a little uncomfortable with the Fire Department's request. They are requesting to add up all of the various funding sources for personnel, some \$200,000. She said the problem was it appeared they were moving toward a paid fire department, but City Council has no information or explanation whether this was what the City wanted or needed to do, what we should do or anything, at this point in time. In April, City Council gave the fire department permission and money for two (2) paid employees to see how that would work, effective June 1st through October 1st unless we continued. City Council received no feedback. We do not know if it improved service, if we are throwing good money away, or the legalities. She said she was also concerned about moving forward without input from our citizens.

Mayor Marshall clarified Councilmember Pettie had no other issues with the budget other than the fire department. No other councilmembers had a problem with the budget. The Mayor recognized Mayor Pro Tem Levine, because he worked closely with the fire department on the issue. Mayor Pro Tem asked Fire Chief Sheff to come forward to confirm his summarization of the matter. The new aspect to the budget would be the weekend part time paid portion for approximately \$45,000. Everything else was done previously. Chief Sheff agreed.

Mayor Pro Tem Levine addressed Councilmember Pettie, stating this budget did not take effect until October 1. He clarified Councilmember Pettie's concerns, 1) we did not have the consultant and 2) we do not have the information, in your view, to determine whether these programs instituted were working. He suggested, since the new piece to the budget was approximately \$45,000, City Council approve the budget, and at the same time authorize you to meet with Chief Sheff and Finance/H.R. Manager Boyd to gather and review some of the information you inquired about tonight. Councilmember Pettie would report back to City Council around the beginning of October. In the interim, the fire department would not start any weekend part time paid personnel, until we get this issue resolved. Councilmember Pettie agreed, but noted the two (2) part time paid positions were only authorized until October 1. Mayor Pro Tem said Councilmember Pettie would not be limited to this subject, but would be able to discuss any concern she might have and report back to City Council. At that time, City Council and City Staff could make a policy decision on how to spend that money at the beginning of October. He asked if that was a reasonable suggestion. Mayor Marshall said that sounded like a reasonable plan. The Mayor then reminded everyone the next regularly scheduled meeting was Tuesday, September 20, 2016. The following meeting, Tuesday, October 4, 2016 was on tonight's agenda to be canceled, due to National Night Out. He asked if that was something that could be completed in the next two (2) weeks. Councilmember Pettie said she was available if Chief Sheff and Finance/H.R. Manager Boyd were. City Administrator Flanigan said there might be some difficulty since Finance/H.R. Manager Boyd would be on vacation. Chief Sheff asked if Councilmember Pettie could meet with him. Ms. Pettie said she would like Finance/H.R. Manager Boyd's input on the finances, human resources, and potential problems.

Mayor Pro Tem asked Chief Sheff if it would put him in a difficult position to say we will not have any expenditures on that line item. Chief Sheff said he could go two (2)

weeks without the personnel. Councilmember Pettie would report back to City Council October 18, 2016. City Attorney Shepherd said City Council could proceed with the approval of the budget, including in that motion there would be no expenditures from that line item until City Council made a decision on October 18th. Chief Sheff wanted clarification on the line item. Mayor Pro Tem Levine said it would be the weekend part time.

Councilmember Standridge amended his motion to include the clarification.

Councilmember Pettie said City Council already approved the part time paid personnel until October 1. She said she was unclear whether having that weekend part time personnel helped or not, because there had been no feedback. Chief Sheff pointed out the Fire Department Quarterly report, specifically, provided statistics that indicate what percentage of calls that occur during the day, their average response time during the day, and whether we were filling slots.

Councilmember Standridge voiced his concern that while they have been reviewing the budget for some time this issue was not brought up previously. If it was a significant problem, it should have been brought up earlier. Councilmember Pettie said it was not on the agenda so she could discuss it previously. Ms. Pettie did say she brought it up in budget planning session and then it was not on the agenda to be discussed since. This was the first time she said she could bring it up.

Mayor Pro Tem summarized by saying, City Council would vote to approve the budget and the item would stay in the budget, with respect to the part time paid weekend personnel, the department was told and would not cause any expenditures to be made for that line item until such time as October 18th, when City Council had an opportunity to hear from Councilmember Pettie. In respect to the week day part time City Council was approving that part of the budget and they were free to continue with that program. If there was some chance Councilmember Pettie came back with a recommendation to discontinue that program that would be the motion to discontinue that program. Councilmember Pettie said she was agreeable.

Mayor Marshall said he understood they would not start the weekend coverage until after the October 18th. Mayor Pro Tem said they would not have started until October 1st, so it would be delaying that start until October 18th. Chief Sheff said he would delay the start for eighteen (18) days.

Mayor Marshall said if he understood City Attorney Shepherd's suggestion. The motion would be to approve Ordinance No. 741, adopting the 2016-2017 Budget, in addition, expenditures for the weekend part time personnel for the fire department would be postponed to October 18th. Councilmembers Standridge and Taylor agreed to restate their earlier motion and second to "approve Ordinance No. 741, adopting the 2016-2017 Budget, in addition, expenditures for the weekend part time personnel for the fire department would be postponed to October 18th. Councilmembers Levine, Pettie, Raney, Standridge, and Taylor voting for the motion. Motion carried 5-0.

4. CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON CANCELING THE OCTOBER 4, 2016 REGULAR MEETING DUE TO NATIONAL NIGHT OUT (NNO).

Mayor Marshall said he had the authority to cancel and/or set meetings. This action officially canceled the October 4, 2016 City Council meeting for National Night Out.

MOTION: Councilmember Taylor moved to cancel the October 4, 2016 City Council Meeting due to National Night Out (NNO). Councilmember Pettie seconded with Councilmembers Levine, Pettie, Raney, Standridge, and Taylor voting for the motion. Motion carried 5-0.

5. CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON CANCELING THE NOVEMBER 1, 2016 REGULAR MEETING DUE TO EARLY VOTING.[FLANIGAN]

This item was similar. The November 1, 2016 City Council meeting coincided with November Early Voting, 7a.m. – 7 p.m., as shown on the schedule provided. The recommendation would be to cancel that meeting as well.

2016 NOV. EARLY VOTING PERIOD AND ELECTION DAY INFORMATION

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
October 23	October 24 Early Voting 8am - 5pm	October 25 Early Voting 8am - 5pm	October 26 Early Voting 8am - 5pm	October 27 Early Voting 8am - 5pm	October 28 Early Voting 8am - 5pm	October 29 Early Voting 7am - 7pm
October 30 Early Voting 1pm - 6pm	October 31 Early Voting 7am - 7pm	November 1 Early Voting 7am - 7pm	November 2 Early Voting 7am - 7pm	November 3 Early Voting 7am - 7pm	November 4 Early Voting 7am - 7pm	November 5
November 6	November 7	November 8 Election Day 7am - 7pm				

MOTION: Councilmember Taylor moved to cancel the November 1, 2016 regular meeting due to early voting. Councilmember Raney seconded with Councilmembers Levine, Pettie, Raney, Standridge, and Taylor voting for the motion. Motion carried 5-0.

ROUTINE ITEMS

6. TEXAS MUNICIPAL LEAGUE (TML) ANNUAL CONFERENCE IS OCT. 4-7, 2016 IN AUSTIN, TEXAS. [MARSHALL]

Mayor Marshall reviewed details of the upcoming TML Annual Conference.

7. 2016 NOV. EARLY VOTING PERIOD AND ELECTION DAY INFORMATION

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
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October 23	October 24 Early Voting 8am - 5pm	October 25 Early Voting 8am - 5pm	October 26 Early Voting 8am - 5pm	October 27 Early Voting 8am - 5pm	October 28 Early Voting 8am - 5pm	October 29 Early Voting 7am - 7pm
October 30 Early Voting 1pm - 6pm	October 31 Early Voting 7am - 7pm	November 1 Early Voting 7am - 7pm	November 2 Early Voting 7am - 7pm	November 3 Early Voting 7am - 7pm	November 4 Early Voting 7am - 7pm	November 5
November 6	November 7	November 8 Election Day 7am - 7pm				

The schedule was provided for citizens to be aware of the dates and times for early voting as well as Election Day.

8. FUTURE AGENDA ITEMS

Mayor Marshall asked if there were any items to be added to the future agenda. Councilmember Taylor noted Councilmember Pettie's Report on concerns with the 2016-2017 Budget and the weekend part time fire department personnel. The next regularly scheduled meeting would be Tuesday, September 20, 2016. Mayor Marshall said City Council already discussed naming a street in honor of former Councilmember Tom Stone, but he would like to add an item to discuss other ideas for honoring his service to the City.

9. ADJOURN

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

APPROVED:

Mayor Z Marshall

ATTESTED:

Approved on the 18th day
of October, 2016.

Patti Scott Grey, City Secretary

City of Parker
Fiscal Year 2016–2017
Budget Cover Page
September 6, 2016

This budget will raise more revenue from property taxes than last year’s budget by an amount of \$390,510, which is a 16.15 percent increase from last year’s budget. The property tax revenue to be raised from new property added to the tax roll this year is \$95,440.

The members of the governing body voted on the budget as follows:

FOR: Councilmember(s):
 Scott Levine, Cleburne Raney, Lee Pettie, Ed Standridge, Patrick Taylor

AGAINST: Councilmember(s):None

PRESENT and not voting:Mayor Z Marshall

ABSENT: None

Property Tax Rate Comparison

	2016–2017	2015–2016
Property Tax Rate:	\$0.365984/100	\$0.350984/100
Effective Tax Rate:	\$0.325429/100	\$0.331666/100
Effective Maintenance & Operations Tax Rate:	\$0.252541/100	\$0.274315/100
Rollback Tax Rate:	\$0.339009/100	\$0.374872/100
Debt Rate:	\$0.066265/100	\$0.078612/100

Total debt obligation for City of Parker secured by property taxes: \$508,538



Council Agenda Item

Item 8
C'Sec Use Only

Budget Account Code:	Meeting Date: October 18, 2016
Budgeted Amount:	Department/ Requestor: City Secretary
Fund Balance-before expenditure:	Prepared by: City Secretary Scott Grey
Estimated Cost:	Date Prepared: September 27, 2016
Exhibits:	Proposed Minutes

AGENDA SUBJECT

APPROVAL OF MEETING MINUTES FOR SEPTEMBER 20, 2016. [SCOTT GREY]

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

Approve, Table, Deny

Inter - Office Use			
Approved by:			
Department Head/ Requestor:	<i>Patti Scott Grey</i>	 Date:	10/14/2016
City Attorney:		Date:	
City Administrator:	<i>Jeff Flanigan</i>	 Date:	10/14/2016

MINUTES

CITY COUNCIL MEETING

SEPTEMBER 20, 2016

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 Z Marshall called the meeting to order at 6:30 p.m. Council members Scott Levine, Lee Pettle, Cleburne Raney, Ed Standridge, and Patrick Taylor were present.

Staff Present: City Administrator Jeff Flanigan, Finance/H.R. Manager Johnna Boyd, City Secretary Patti Scott Grey, City Attorney Jim Shepherd, and Capital Improvement Advisory Committee (CIAC) Member Steve Sallman

EXECUTIVE SESSION 6:30 p.m. to 7:00 p.m. – Pursuant to the provisions of Chapter 551, Texas Government Code the City Council may hold a closed meeting.

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

Government Code Section 551.074 Personnel—To deliberate the appointment, employment, evaluation, compensation, and/or duties, of the city attorney.

Mayor Marshall recessed the regular meeting at 6:32 p.m.

2. RECONVENE REGULAR MEETING.

Mayor Marshall reconvened the regular meeting at 7:07 p.m.

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

Action/No action was taken.

PLEDGE OF ALLEGIANCE

AMERICAN PLEDGE: Boy Scout Thomas Rose, Troop 221, led the pledge.

TEXAS PLEDGE: Boy Scout Drew Christian, Troop 221, 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

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.

4. APPROVAL OF MEETING MINUTES FOR AUGUST 10, 2016. [SCOTT GREY]
5. DEPARTMENT REPORTS-BUILDING, COURT, FIRE, POLICE AND WEBSITE

MOTION: Councilmember Pettie moved to accept the consent agenda. Councilmember Taylor seconded with Councilmembers Levine, Pettie, Raney, Standridge, and Taylor voting for the motion. Motion carried 5-0.

INDIVIDUAL CONSIDERATION ITEMS

6. CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON PARKER MUNICIPAL CODE SECTIONS 156.67-69, REGARDING THE ZONING BOARD OF ADJUSTMENT (ZBA). [SHEPHERD]

City Attorney Shepherd reviewed the proposed changes to the Parker Municipal Code Sections 156.67-69, regarding the Zoning Board of Adjustment (ZBA), commenting this was almost a total revision on the Zoning Board of Adjustments (ZBA) rules and regulations. Mr. Shepherd recommended City Council review the changes carefully, forward the draft to both Planning and Zoning (P&Z) Commission and Zoning Board of Adjustment (ZBA) for a public hearing, and then that document would return to City Council for a second public hearing, any deliberation, and a vote.

There was discussion of reviewing the entire Zoning Ordinance, regarding concerns City Council and City Staff had and the cost of publishing in the newspaper for future public hearings. Mayor Marshall asked if City Council wanted to look at other issues within our Zoning requirements, possibly a mass overhaul. He asked how City Council would like to proceed.

Councilmember Pettie said the entire Parker Municipal Code needed to be reviewed. The City Code was a mix of different revisions.

Mayor Marshall suggested talking to ZBA about this specific ordinance and put an item on the next agenda about other factors and things City Council needed to consider.

MOTION: Councilmember Pettie moved to forward the draft discussed by City Council, with changes, to the Zoning Board of Adjustment (ZBA) for their comments and suggestions. (See Exhibit 1 – Parker Municipal Code Sections 156.67-69) Councilmember Taylor seconded with Councilmembers Levine, Pettie, Raney, Standridge, and Taylor voting for the motion. Motion carried 5-0.

7. CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON HONORING FORMER COUNCILMEMBER TOM STONE. [MARSHALL]

Mayor Marshall said Mr. Sallman has agreed to name a street in one of the developments in Tom Stone's honor. Another way to honor him would be through the City's Living Legacy Tree Program and a plaque. He said he added this item to the agenda to get City Council's input. Councilmember Standridge said he thought it was a great idea and would last for a long time.

MOTION: Councilmember Standridge moved to approve honoring former Councilmember Tom Stone with a tree and plaque from the City of Parker Living Legacy Tree Program, in memory of Tom Stone for his service to the City. Councilmember Pettie seconded.

Councilmember Raney said the plaque proof was simple, to the point, and well covered. Mr. Raney recommended using the information in the proof. City Council decided to leave the tree selection and location to Annette Stone (former Councilmember Tom Stone's wife).

Councilmember Standridge and Pettie agreed to add the tree selection and location to be chosen by Annette Stone to their motion and second. Councilmembers Levine, Pettie, Raney, Standridge, and Taylor voting for the motion. Motion carried 5-0.

8. CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON THE PERSONNEL COMMITTEE, AND OR TO FILL A VACANCY ON THE COMMITTEE. [MARSHALL]

Mayor Marshall said he asked Mayor Pro Tem Levine to lead the discussion on this item, because he had some very good thoughts on the subject. Mr. Levine said he thought City Council should do away with the Personnel Committee. Without going through history and too much detail, at the time the committee was instituted there was a reason for it, the committee served its purpose. At this point, on a day-to-day basis it is handle either by the Mayor and City Administrator or the entire City Council. He said he did not see the necessity of the Personnel Committee to review and then the entire City Council.

MOTION: Councilmember Levine moved to disband the Personnel Committee. Councilmember Taylor seconded with Councilmembers Levine, Pettie, Raney, Standridge, and Taylor voting for the motion. Motion carried 5-0.

9. CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON RESOLUTION 2016-523 DESIGNATING THE DALLAS MORNING NEWS AS THE OFFICIAL NEWSPAPER FOR THE CITY OF PARKER FOR FISCAL YEAR 2016-2017. [SHEPHERD]

After discussing area newspaper qualifications and costs, City Attorney Shepherd said The Dallas Morning News, along with several other area newspapers, meet state requirements. In the future, the City may want to seek a less expensive alternative. City Council asked about changing legislation, regarding publishing. Mr. Shepherd said this would be something to watch, but not likely due very strong newspaper lobbyist. Publishing and Advertising was an expensive budget item for the City and

would be worthy of contacting legislators for support in making changes. Mayor Pro Tem asked Finance/H.R. Manager Johnna Boyd if she checked either Allen or Plano. She said no. City Attorney Shepherd said there was a circulation issue in the past. Our options were very limited.

MOTION: Councilmember Standridge moved to approve Resolution No. 2016-523, designating The Dallas Morning News as the official newspaper for the City of Parker for Fiscal Year 2016-2017. Councilmember Taylor seconded with Councilmembers Levine, Pettie, Raney, Standridge, and Taylor voting for the motion. Motion carried 5-0.

ROUTINE ITEMS

10. FUTURE AGENDA ITEMS

Mayor Marshall reminded everyone the October 4, 2016 City Council meeting was canceled, due to National Night Out (NNO). The next regularly scheduled meeting would be Tuesday, October 18, 2016 and a special meeting would be called, if needed. The Mayor asked if there were any items to be added to the future agenda, noting the Zoning Ordinance reviewed earlier would be sent to P&Z and ZBA for their comments and suggestions. Mayor Pro Tem Levine added a Census item. Councilmember Pettie asked that City Council and Staff discuss and assemble a package of legislative issues.

Councilmember Standridge asked about the City's latest ISO rating and when that information would be relayed to the insurance agencies. Mayor Marshall asked Chief Sheff to look into the notification process and asked about the ISO presentation by Kelley Stalder.

11. ADJOURN

Mayor Marshall adjourned the meeting at 7:55 p.m.

APPROVED:

Mayor Z Marshall

ATTESTED:

Approved on the 18th day
of October, 2016.

Patti Scott Grey, City Secretary

§ 156.67 BOARD OF ADJUSTMENT.

(A) *Establishment.* There is hereby created a Board of Adjustment which shall be organized, appointed, and function as set forth in this Section 156.67. The Board of Adjustment may also be known as the “Zoning Board, Zoning Board of Adjustment, or, in the context of this Section, the “Board”. The governing body may authorize the Board of Adjustment, in appropriate cases and subject to appropriate conditions and safeguards, to make special exceptions to the terms of the zoning ordinance that are consistent with the general purpose and intent of the ordinance and in accordance with any applicable rules contained in the ordinance.

References:

References in this Section of the Parker Municipal Code are:

1. Section—this sections regarding the Board at 156.67-69 of the Parker Municipal Code (“PMC”)
2. Chapter—Chapter 211 MUNICIPAL ZONING AUTHORITY, of the Texas Local Government Code (“LGC”)
3. Subchapter—Subchapter A. GENERAL ZONING REGULATIONS of LGC 211.
4. Ordinance—the ordinance adopting this Section 156.67 of the PMC.

(B) *Organization.*

- (1) The Board of Adjustment shall consist of 5 members who are residents of the city, each to be appointed by resolution of the City Council for a term of 2 years and removable for cause by the City Council upon written charges and after public hearing. Vacancies shall be filled for the unexpired term of any member whose place becomes vacant for any cause in the same manner as the original appointment was made.
- (2) The City Council may appoint 2 alternate members of the Board who shall serve in the absence of 1 or more of the regular members when requested to do so by the Mayor, who may authorize the Chairman of the Board to make the request. An alternate member serves for the same period as a regular member and is subject to removal in the same manner as a regular member. A vacancy among the alternate members is filled in the same manner as a vacancy among the regular members.

- (3) All cases to be heard by the Board of Adjustment will be heard by a minimum number of 4 members.**
- (4) The person acting as Secretary of the Board shall maintain a separate file for each application for appeal and variance received and shall record the names and addresses of all persons, firms, and corporations to whom notices are mailed, including the date of mailings and the person by whom the notices were delivered to the mailing clerk, post office, or mail box, and further keep a record of all notices published as required herein. All records and files herein provided for shall be permanent and official files and records of the city. The Secretary of the Board shall be the Municipal Court Clerk unless otherwise appointed by the City Council.**
- (5) The Secretary of the Board shall notify in writing the City Administrator; City Secretary, and the City Building Inspector of each decision, interpretation, and variance granted by the Board of Adjustment.**
- (6) The terms of the Board of Adjustment members and alternates shall commence December 1 of the 2-year term, and shall expire on November 30. Members and Alternates shall serve until their successors have been appointed and qualified.**

(C) *Operational procedure.*

- (1) The Board of Adjustment shall adopt rules to govern its proceedings; provided, however, that the rules are not inconsistent with this Parker Municipal Code or state law. The Board of Adjustment does adopt the provisions in this Subsection 156.67 as the rules governing its proceedings. Meetings of the Board shall be held at the call of the chairperson and at other times as the Board may determine. The chairperson, or in his or her absence, the acting chairperson (chosen by majority vote of the Board members), may administer oaths and compel the attendance of witnesses.**
- (2) All meetings of the Board shall be open to the public, save and except any lawful executive sessions. The Board shall keep minutes of its proceedings showing the vote of each member upon each question, or, if absent or failing to vote, indicating that fact, and shall keep record of its examinations and other official actions, all of which shall be immediately upon the Chairman's**

execution of the Decision of the Board, and legal approval, filed in the office of the Board and shall be a public record.

(D) *AUTHORITY OF BOARD.*

- (1) The Board of Adjustment may:**
 - (a) hear and decide an appeal that alleges error in an order, requirement, decision, or determination made by an administrative official in the enforcement of Local Government Code Section 211 or an ordinance adopted under that Chapter;**
 - (b) hear and decide special exceptions to the terms of a zoning ordinance when the ordinance requires the Board to do so;**
 - (c) authorize in specific cases a variance from the terms of a zoning ordinance if the variance is not contrary to the public interest and, due to special conditions, a literal enforcement of the ordinance would result in unnecessary hardship, and so that the spirit of the ordinance is observed and substantial justice is done; and**
 - (d) hear and decide other matters authorized by this ordinance.**
- (2) In exercising its authority under Subsection (a)(1), the board may reverse or affirm, in whole or in part, or modify the administrative official's order, requirement, decision, or determination from which an appeal is taken and make the correct order, requirement, decision, or determination, and for that purpose the board has the same authority as the administrative official.**
- (3) The concurring vote of four (4) of the members of the board is necessary to:**
 - (a) reverse an order, requirement, decision, or determination of an administrative official;**
 - (b) decide in favor of an applicant on a matter on which the board is required to pass under a zoning ordinance; or**

(c) authorize a variation from the terms of a zoning ordinance.

(E) APPEAL TO BOARD.

- (1) Any of the following persons may appeal to the Board of Adjustment a decision made by an administrative official:**
 - (a) a person aggrieved by the decision; or**
 - (b) any officer, department, board, or bureau of the municipality affected by the decision.**
- (2) The appellant must file with the Secretary of the Board of Adjustment, and the official from whom the appeal is taken a notice of appeal specifying the grounds for the appeal.**
- (3) Upon notice of appeal being given to the Secretary and before the appeal shall be construed as having been perfected, the applicant must file with the notice of appeal to the Board an amount of money estimated by the Secretary to be sufficient to mail and publish all notices required herein, that amount in no case to be less than the fee established by the City Fee Schedule.**
- (4) The appeal must be filed within a reasonable time (fifteen calendar days of the date of the decision appealed from, unless otherwise determined by the Board). On receiving the notice, the official from whom the appeal is taken shall immediately transmit to the Board all the papers constituting the record of the action that is appealed.**
- (5) An appeal stays all proceedings in furtherance of the action that is appealed unless the official from whom the appeal is taken certifies in writing to the board facts supporting the official's opinion that a stay would cause imminent peril to life or property. In that case, the proceedings may be stayed only by a restraining order granted by the board or a court of record on application, after notice to the official, if due cause is shown.**
- (6) The board shall set a reasonable time for the appeal hearing and shall give public notice of the hearing and due notice to the**

parties in interest. A party may appear at the appeal hearing in person or by agent or attorney. The board shall decide the appeal within a reasonable time after the hearing, which shall be seven days, if not otherwise determined by the Chairman.

- (7) At a public hearing relative to any appeal, any interested party may appear in person or by agent or by attorney. The burden of proof shall be on the applicant to establish the necessary facts to warrant favorable action of the Board on any appeal. Any variance granted or authorized by the Board under the provisions of this chapter shall authorize the issuance of a building permit or a certificate of occupancy, as the case may be, for a period of 180 days from the date of the favorable action of the Board, unless the Board shall have in its action approved a longer period of time and has so shown that specific longer period of time in the minutes of its action. If the building permit or certificate of occupancy shall not have been applied for within the 180-day period or extended period as the Board may have specifically granted, then the variance shall be deemed to have been waived and all rights thereunder terminated. This termination and waiver shall be without prejudice to a subsequent appeal, and the subsequent appeal shall be subject to the same regulations and requirements for hearing as herein specified for the original appeal.**

(F) *Actions of the Board.*

- (1) In exercising its powers, the Board of Adjustment may, in conformity with the provisions of the statutes of this state as existing or hereafter amended, reverse or affirm, wholly or partly, or may modify the order, requirement, decision, or determination appealed from and make such an order, requirement, decision, or determination as ought to be made, and shall have all the powers of the officer from whom the appeal is taken. The Board shall have the power to impose reasonable conditions to be complied with by the applicant.**
- (2) The concurring vote of 4 members of the Board shall be necessary to reverse any order, requirement, decision, or determination of any such administrative official, or to decide in favor of the applicant on any matter upon which it is required to pass under this chapter, or to effect any variance in this chapter.**

- (3) Any person or persons, jointly or severally aggrieved by any decision of the Board, or any taxpayer or any officer, department, or board of the municipality, may present to a court of record (district court) a petition, duly verified, setting forth that the decision is illegal, in whole or in part, specifying the grounds of illegality. The petition shall be presented to the court within 10 days after the filing of the decision in the office of the Board and not thereafter.**
- (4) No appeal to the Board for the same or related variance on the same piece of property shall be allowed prior to the expiration of twelve (12) months from the previous ruling by the Board on any appeal to that body unless other property in the immediate vicinity has, within that twelve-month period, been changed or acted on by the Board or City Council so as to alter the facts and conditions on which the previous Board action was based. Such a change of circumstances shall permit the rehearing of an appeal by the Board prior to the expiration of the 6-month period, but those conditions shall in no wise have any force in law to compel the Board, after a hearing, to grant a subsequent appeal. The subsequent appeal shall be considered entirely on its merits and the peculiar and specific conditions related to the property on which the appeal is brought.**
- (G) *Notice of hearing before the Board required.* The Board of Adjustment shall hold a public hearing on all appeals made to it, and written notice of the public hearing shall be sent to the applicant and all other persons who are owners of real property lying within 200 feet of the property on which the appeal is made. This notice shall be given not less than 3 days nor more than 30 days before the date set for the hearing to all such owners who have rendered their property for city taxes as the ownership appears on the last city tax roll. The notice may be served by depositing the same, properly addressed and postage paid, in the U.S. post office. Public notice shall be given by posting the same at the entrance to city hall and on the official website of the city at least 3 days and not more than 30 days prior to the date set for the hearing. The notice shall state the subject, time and place of the hearing.**
- (H) *Authority of the Board.***
- (1) A variance is an authorization by the Board of Adjustment granting relief and doing substantial justice in the use of the**

applicant's property by a property owner where, owing to special conditions, a literal enforcement of the provisions of this chapter will result in unnecessary hardship.

(2) When, in its judgment, the public convenience and welfare will be substantially served and the appropriate use of the neighboring property will not be substantially or permanently injured, the Board may, in specific cases, after public notice and public hearing, and subject to appropriate conditions and safeguards, authorize the following variances to the regulations herein established and take action relative to the continuance or discontinuance of a nonconforming use.

(3) (a) A variance may be granted an applicant when the Board finds:

- 1. There are special circumstances or conditions applying to the land or building for which the variance is sought, which circumstances or conditions are peculiar to that land or building and do not apply generally to lands or buildings in the same district or neighborhood, and that those circumstances or conditions are such that the strict application of the provisions of this chapter would deprive the applicant of the reasonable use of the land or building;**
- 2. The granting of the variance will not be detrimental to the public welfare or injurious to the property or improvements in the zone or neighborhood in which the property is located;**
- 3. The granting of the variance is necessary for the reasonable use of the land or building, and the variance as granted by the Board is the minimum variance that will accomplish this purpose; and**
- 4. The literal enforcement and strict application of the provisions of this Section will result in an unnecessary hardship inconsistent with the general provisions and intent of this Section, and in granting the variance the spirit of the chapter will be preserved and substantial justice done.**

conforming use or increase the nonconformity of a nonconforming structure;

- (g) Require the vacation and demollition of a nonconforming structure which is deemed to be obsolete, dilapidated, or substandard; and**
- (h) Permit variance of the front yard, side yard, rear yard, lot width, lot depth, coverage, minimum setback standards, off-street parking, or off-street loading regulations where the literal enforcement of the provisions of this chapter would result in an unnecessary hardship, and where the variance is necessary to permit a specific parcel of land which differs from other parcels of land in the same district by being of such a restricted area, shape, or slope that it cannot be developed in a manner commensurate with the development permitted upon other parcels of land in the same district. A modification of the standard established by this chapter shall not be granted to relieve a self-created or personal hardship, nor for financial reason only, nor shall a modification be granted to permit any person a privilege in developing a parcel of land not permitted by this chapter to other parcels of land in the same zoning district.**

(i) *ENFORCEMENT; PENALTY; REMEDIES.*

- (1) The governing body of the City of Parker has adopted ordinances to enforce Local Government Code chapter 211, and/or Subchapter A of that Chapter, or any ordinance or regulation adopted under Chapter 211, subchapter A, including the Comprehensive Zoning Ordinance (Chapter 156 of the Parker Municipal Code) of the City of Parker.**
- (2) A person commits an offense if the person violates Local Government Code Chapter 211, subchapter A., or an ordinance or regulation adopted under that subchapter. An offense under this ordinance is a Class C misdemeanor, punishable by fine.**
- (3) If a building or other structure is erected, constructed, reconstructed, altered, repaired, converted, or maintained or if a building, other structure, or land is used in violation of this**

ordinance or regulation adopted under LGC 211.A, the City, in addition to other remedies, may institute appropriate action to:

- (a) prevent the unlawful erection, construction, reconstruction, alteration, repair, conversion, maintenance, or use;**
- (b) restrain, correct, or abate the violation;**
- (c) prevent the occupancy of the building, structure, or land; or**
- (d) prevent any illegal act, conduct, business, or use on or about the premises.**

Penalty, see § [156.99](#)

§ 156.68 APPEALS; BOARD AND COUNCIL RESPONSIBILITIES.

Under this Section, the City Council shall have only the following duties:

- (1) Considering and adopting or rejecting proposed amendments or the repeal of this Section, as provided by law;**
- (2) Establishing a schedule of fees and charges as stated in § [156.69](#) below;**
- (3) Appointing members of a Board; and**
- (4) Hearing appeals on and approving or rejecting special use permits.**

(Ord. 483, passed 6-6-2000)

§ 156.69 FEES, CHARGES, AND EXPENSES; ESTABLISHMENT.

(A) The City Council shall establish from time to time by resolution or ordinance a schedule of fees, charges, and expenses and a collection procedure for building permits, certificates of compliance, appeals, and other such matters pertaining to this Section. The Parker Fee Schedule shall be posted in the office of the City Secretary and may be altered or amended only by the City Council.

(B) Until all applicable fees, charges, and expenses have been paid in full, no action shall be taken on any application or appeal.

(Ord. 483, passed 6-6-2000)

ANIMAL CONTROL REPORT

AUGUST 2016

Call #	Date:	8/1/2016	Caller Remarks:	QUARANTINE RELEASE ON PEMBROKE.VG	Fiscal Year Budget = \$6,000
					Fiscal Year Charges
					October = 180
					November = 430.00
					December = 939.22
					January = 634.40
					February = 550.00
					March = 721.05
					April = 332.10
					May = 670.40
					June = 480.00
					July = 714.40
					August = 550.00
					September =
					Total = \$6,201.57
1	Invoice Type:	Service Fee Only	Expected Charge:	\$50.00	
	Call Type	Action Taken By:	Response	Disposition	
	Other	Murphy Animal Control	Other	Other	
2	Invoice Type:	Service Fee Only	Expected Charge:	\$50.00	
	Call Type	Action Taken By:	Response	Disposition	
	Stray	Murphy Animal Control	No Animal Found	N/A	
3	Invoice Type:	Service Fee Only	Expected Charge:	\$50.00	
	Call Type	Action Taken By:	Response	Disposition	
	Other	Murphy Animal Control	Other	Other	
4	Invoice Type:	Service Fee Only	Expected Charge:	\$50.00	
	Call Type	Action Taken By:	Response	Disposition	
	Other	Murphy Animal Control	Other	Other	
Call #	Date:	8/1/2016	Caller Remarks:	DACHSHUND RAL ON PARKER RD NEAR MCCREARY.VG	
2	Invoice Type:	Service Fee Only	Expected Charge:	\$50.00	
	Call Type	Action Taken By:	Response	Disposition	
	Stray	Murphy Animal Control	No Animal Found	N/A	
Call #	Date:	8/2/2016	Caller Remarks:	DOG BITE. MURPHY WILL WORK CALL.HOME QUARANTINE.VG	
3	Invoice Type:	Service Fee Only	Expected Charge:	\$50.00	
	Call Type	Action Taken By:	Response	Disposition	
	Other	Murphy Animal Control	Other	Other	
Call #	Date:	8/15/2016	Caller Remarks:	HOME QUARANTINE RELEASE.VG	
4	Invoice Type:	Service Fee Only	Expected Charge:	\$50.00	
	Call Type	Action Taken By:	Response	Disposition	
	Other	Murphy Animal Control	Other	Other	

ANIMAL CONTROL REPORT

AUGUST 2016

Call #	Date: 8/16/2016	Caller Remarks:	POSSUM IN TRAP ON WEST SIDE OF HOUSE. KC	
5	Invoice Type:	Service Fee Only	Expected Charge:	\$50.00
	Call Type	Action Taken By:	Response	Disposition
	Animal Trap	Murphy Animal Control	Murphy Pick Up	Relocated
Call #	Date: 8/16/2016	Caller Remarks:	DOG BITE. SENT INFORMATION TO MURPHY TO WORK THE BITE.HOME QUARANTINE. VG	
6	Invoice Type:	Service Fee Only	Expected Charge:	\$50.00
	Call Type	Action Taken By:	Response	Disposition
	Other	Murphy Animal Control	Other	Other
Call #	Date: 8/17/2016	Caller Remarks:	CONCERNED HORSE AT SF RANCH IS BEING ABUSED. USED TO BELONG TO HER. POLICE ALREADY CHECKED ON THIS SATURDAY. GAVE INFORMATION TO POLICE DEPARTMENT.VG	
7	Invoice Type:	No Charge	Expected Charge:	\$0.00
	Call Type	Action Taken By:	Response	Disposition
	Other	City Personnel	Other	Other
Call #	Date: 8/17/2016	Caller Remarks:	SQUIRREL STUCK IN FIREPLACE. MURPHY WILL CHECK OUT SPECIAL TRAP TO HELP.CAUGHT & RELEASED.VG	
8	Invoice Type:	Service Fee Only	Expected Charge:	\$50.00
	Call Type	Action Taken By:	Response	Disposition
	Animal Trap	Murphy Animal Control	Other	N/A



BUILDING PERMIT TOTALS

Sep-16

ACCESSORY/OUTBUILDING PERMITS

1

IRRIGATION/LAWN SPRINKLER PERMITS

7

MISCELLANEOUS PERMITS

11

SWIMMING POOL PERMITS

0

REMODEL/ADDITION PERMITS

2

SINGLE FAMILY RESIDENTIAL PERMITS

4

INSPECTIONS

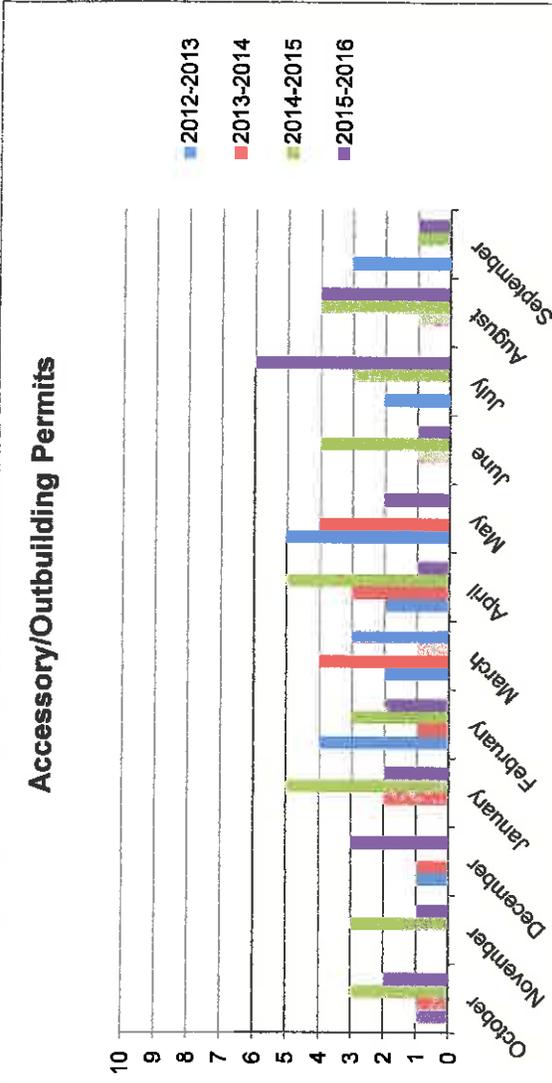
91

CITY OF PARKER
 PERMIT LOG
 SEPTEMBER 2016

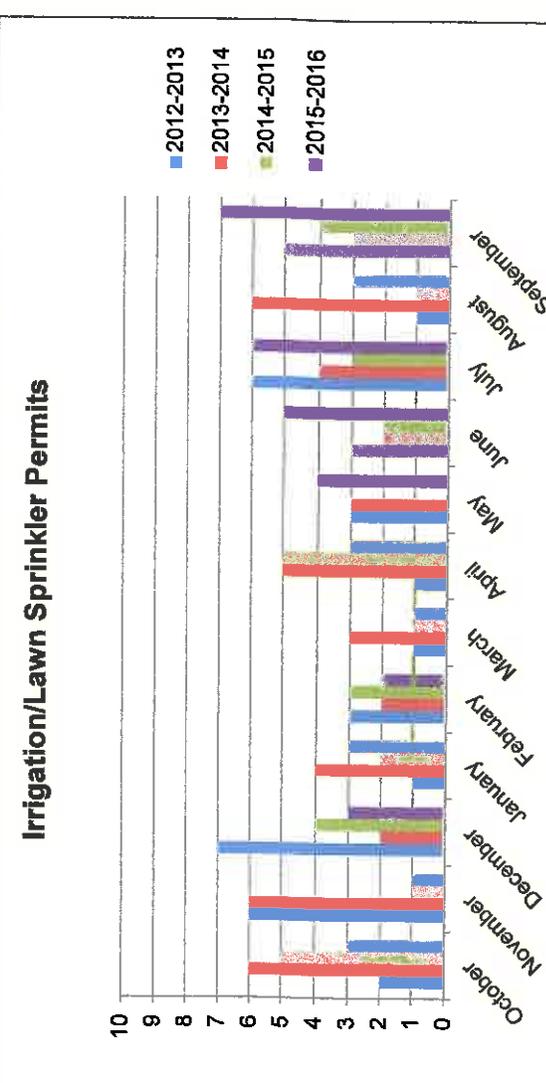
PERMIT NUMBER	ISSUE DATE	TYPE	ADDRESS	CONTRACTOR	DESCRIPTION	ESTIMATED VALUE	TOTAL SQUARE FOOTAGE	PERMIT FEE	DEPOSIT FEE	WATER METER FEE	SEWER TAP FEE
2016-1024	9/8/2016	ACC	4803 PARKER RD E	BLAYES	CARPORT FOR BOAT	\$2,037	588	\$100.00	NA	NA	NA
2016-2012	9/2/2016	ELEC	4408 PECAN BEND	MILESTONE ELECTRIC	METER BASE REPAIR	NA	NA	\$75.00	NA	NA	NA
2016-2013	9/8/2016	ELEC	4100 ANDYS LN #3	PATEL SERVICES	NEW SERVICE (200A)	NA	NA	\$75.00	NA	NA	NA
2016-2014	9/8/2016	ELEC	4100 ANDYS LN # 50	PATEL SERVICES	NEW SERVICE (200A)	NA	NA	\$75.00	NA	NA	NA
2016-2015	9/27/2016	ELEC	7708 WINDOMERE DR	LANEHART	ELECTRIC FOR SPA	NA	NA	\$75.00	NA	NA	NA
2016-6023	9/6/2016	FENCE	7708 WINDOMERE DR	AMERICAN OUTDOOR PATIO'S	FENCE	\$7,000	NA	\$75.00	NA	NA	NA
2016-4028	9/2/2016	IRR	6810 POCO DR	HYBRID IRRIGATION, INC.	IRRIGATION SYSTEM	\$6,500	NA	\$75.00	NA	NA	NA
2016-4031	9/8/2016	IRR	6603 ERIN LN	LAWN LIQUID IRRIGATORS	IRRIGATION SYSTEM	\$1,200	NA	\$75.00	NA	NA	NA
2016-4032	9/8/2016	IRR	6801 ERIN LN	LAWN LIQUID IRRIGATORS	IRRIGATION SYSTEM	\$1,200	NA	\$75.00	NA	NA	NA
2016-4033	9/20/2016	IRR	4101 SPRINGHILL ESTATES DR	CHOATE IRRIGATION	IRRIGATION SYSTEM	\$8,000	NA	\$75.00	NA	NA	NA
2016-4034	9/20/2016	IRR	4606 OLD GATE LN	LAWN LIQUID IRRIGATION	IRRIGATION SYSTEM	\$1,200	NA	\$75.00	NA	NA	NA
2016-4030	9/30/2016	IRR	5301 NORWICK DR	LAWN LIQUID IRRIGATION	IRRIGATION SYSTEM	\$1,200	NA	\$75.00	NA	NA	NA
2016-4035	9/30/2016	IRR	6506 ERIN LN	LAWN LIQUID IRRIGATION	IRRIGATION SYSTEM	\$1,200	NA	\$75.00	NA	NA	NA
2016-5027	8/6/2016	MECH	6018 RATHBONE DR	BAKER BROTHERS	2.5T AC IN ATTIC	NA	NA	\$75.00	NA	NA	NA
2016-5028	9/7/2016	MECH	4102 CHURCH LN	SEARS HOME IMPROVEMENT	4T COND & COIL, 18 SEER	NA	NA	\$75.00	NA	NA	NA
2016-6031	8/28/2016	MECH	4100 ANDYS LN #3	PARKER, M.H.C.	MOBILE HOME INSTALLATION	NA	NA	\$60.00	NA	NA	NA
2016-7039	9/2/2016	PLUM	4602 SPRINGHILL ESTATES DR	BENJAMIN FRANKLIN PLUMBING	REPAIR TO CSST LINE IN ATTIC	NA	NA	\$75.00	NA	NA	NA
2016-7040	9/12/2016	PLUM	4200 PECAN ORCHARD DR	SERVICE CONT PLUMB	80 GAL GAS HEATER IN ATTIC	NA	NA	\$75.00	NA	NA	NA
2016-7041	9/28/2016	PLUM	4302 SPRINGHILL ESTATES DR	SAME DAY WATER HEATERS	GAS WH IN ATTIC	NA	NA	\$75.00	NA	NA	NA
2016-9001E	3/6/2016	REMOD	4408 PECAN BEND	MARVELOUS HOME MAKEOVERS	REMODEL	\$76,000	280	\$900.00	NA	NA	NA
2016-90014	9/15/2016	REMOD	4811 SMITH RD	FRISBY ENTERPRISES	ADDITION	\$300,000	2,710	\$1,743.90	NA	NA	NA
2016-9039	9/9/2016	SFR	6602 ERIN LN	CHESMAR HOMES	NEW RESIDENCE	\$292,659	4,643	\$2,889.37	\$1,000	\$2,000	NA
2016-9038	9/9/2016	SFR	6710 MIDDLETON DR	GRAND HOMES	NEW RESIDENCE	\$598,700	6,630	\$4,161.70	\$1,000	\$2,000	\$1,000
2016-9040	9/9/2016	SFR	5302 ASHFORD CT	GRAND HOMES	NEW RESIDENCE	\$657,060	7,301	\$4,667.69	\$1,000	\$2,000	\$1,000
2016-9037	9/9/2016	SFR	5304 ASHFORD CT	SHADDOCK HOMES	NEW RESIDENCE	\$890,000	7,675	\$4,776.25	\$1,000	\$2,000	\$1,000
TOTAL =						\$2,840,956		\$20,566.81	\$4,000	\$8,000	\$3,000

PERMIT GRAPHS

Accessory/Outbuildings Permits					
Fiscal Year	2012-2013	2013-2014	2014-2015	2015-2016	
October	1	1	3	2	
November	0	0	3	1	
December	1	1	0	3	
January	0	2	5	2	
February	4	1	3	2	
March	2	4	1	3	
April	2	3	5	1	
May	5	4	0	2	
June	0	1	4	1	
July	2	0	3	6	
August	0	1	4	4	
September	3	0	1	1	
Y-T-D Total	20	18	32	28	



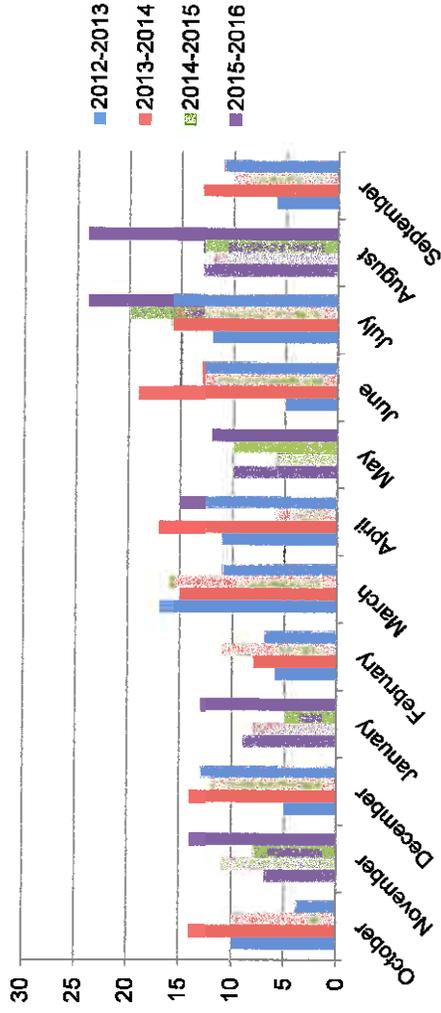
Irrigation/Lawn Sprinkler Permits					
Fiscal Year	2012-2013	2013-2014	2014-2015	2015-2016	
October	2	6	5	3	
November	6	6	1	1	
December	7	2	4	3	
January	1	4	2	3	
February	3	2	3	2	
March	1	3	1	1	
April	1	5	5	3	
May	3	3	0	4	
June	3	2	2	5	
July	6	4	3	6	
August	1	6	1	3	
September	5	3	4	7	
Y-T-D Total	39	46	31	41	



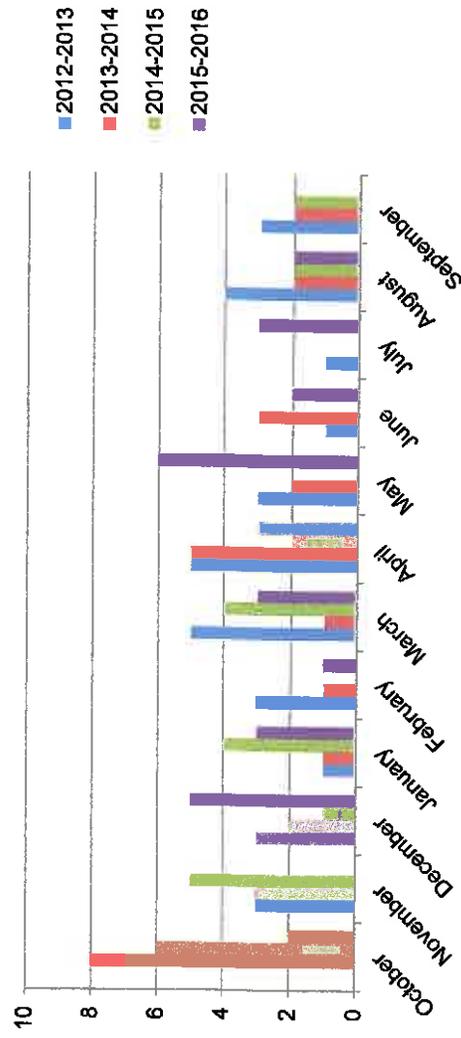
PERMIT GRAPHS

Miscellaneous Permits					
Fiscal Year	2012-2013	2013-2014	2014-2015	2015-2016	
October	10	14	10	4	
November	7	11	8	14	
December	5	14	12	13	
January	9	8	5	13	
February	6	8	11	7	
March	17	15	16	11	
April	11	17	6	15	
May	10	6	10	12	
June	5	19	13	13	
July	12	16	20	24	
August	13	12	13	24	
September	6	13	10	11	
Y-T-D Total	111	153	134	161	
Swimming Pool Permits					
Fiscal Year	2012-2013	2013-2014	2014-2015	2015-2016	
October	0	8	6	2	
November	3	3	5	0	
December	3	2	1	5	
January	1	1	4	3	
February	3	1	0	1	
March	5	1	4	3	
April	5	5	2	3	
May	3	2	0	6	
June	1	3	0	2	
July	1	0	0	3	
August	4	2	2	2	
September	3	2	2	0	
Y-T-D Total	32	30	26	30	

Miscellaneous Permits



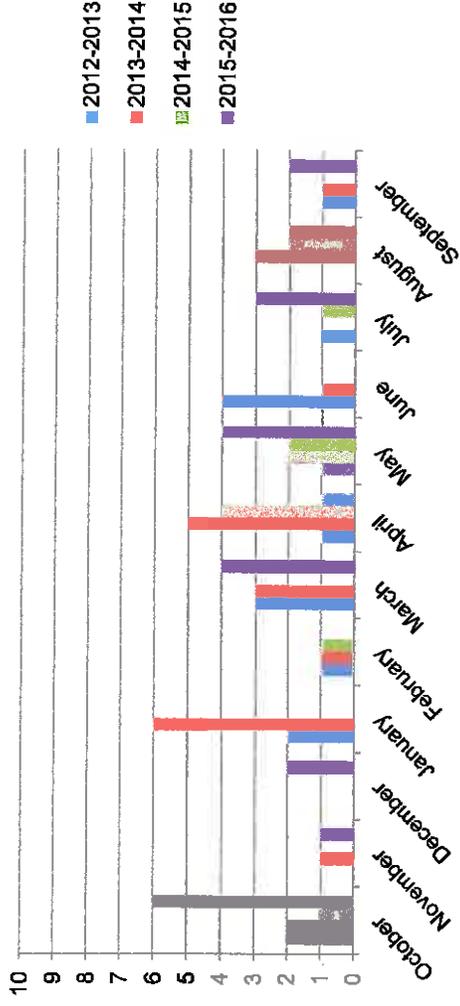
Swimming Pool Permits



PERMIT GRAPHS

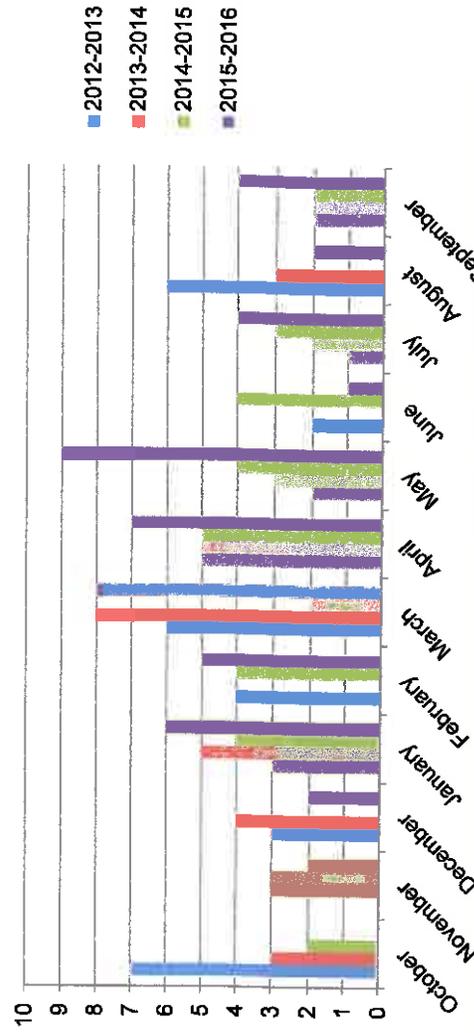
Remodel/Addition Permits					
Fiscal Year	2012-2013	2013-2014	2014-2015	2015-2016	2015-2016
October	2	2	1	1	6
November	0	1	0	0	1
December	0	0	0	0	2
January	2	6	0	0	0
February	1	1	1	1	0
March	3	3	0	0	4
April	1	5	4	4	1
May	1	2	2	2	4
June	4	1	0	0	0
July	1	0	1	1	3
August	0	3	2	2	2
September	1	1	0	0	2
Y-T-D Total	16	25	11	25	25

Remodel/Addition Permits



Single Family Residential Building Permits					
Fiscal Year	2012-2013	2013-2014	2014-2015	2015-2016	2015-2016
October	7	3	2	2	0
November	0	3	3	3	2
December	3	4	0	0	2
January	3	5	4	4	6
February	4	0	4	4	5
March	6	8	2	2	8
April	5	5	5	5	7
May	2	3	4	4	9
June	2	0	4	4	1
July	1	2	3	3	4
August	6	3	0	0	2
September	2	2	2	2	4
Y-T-D Total	41	38	33	50	50

Single Family Residential Permits



**INSPECTION LOG
SEPTEMBER 2016**

PERMIT NUMBER	ADDRESS	TYPE	INSPECTION	SCHEDULED	COMPLETED	RESULT	NOTES	STATUS	#
2016-1014	6904 AUDUBON DR	ACC	Foundation	9/2/2016	9/2/2016	TRUE		ISS	1
2015-1034	6003 GREGORY LN	ACC	Framing	9/2/2016	9/2/2016	TRUE		FINAL	1
2015-1034	6003 GREGORY LN	ACC	Plumbing Top-Out	9/2/2016	9/2/2016	TRUE		FINAL	1
2015-1034	6003 GREGORY LN	ACC	Electrical Rough	9/2/2016	9/2/2016	TRUE		FINAL	1
2015-1034	6003 GREGORY LN	ACC	Mechanical Rough	9/2/2016	9/2/2016	TRUE		FINAL	1
2016-1017	7301 FOREST BEND DR	ACC	Other	9/6/2016		FALSE	PIER	ISS	1
2015-1034	6003 GREGORY LN	ACC	Building Final	9/8/2016	9/8/2016	TRUE		FINAL	1
2016-1025	7705 WINDOMERE DR	ACC	Foundation	9/12/2016	9/12/2016	TRUE	PRE POUR	ISS	1
2016-1013	5802 HATHAWAY DR	ACC	Building Final	9/15/2016	9/15/2016	TRUE		FINAL	1
2015-1033	6003 GREGORY LN	ACC	Plumbing Rough	9/21/2016	9/21/2016	TRUE		ISS	1
2016-1017	7301 FOREST BEND DR	ACC	Electrical Rough	9/27/2016		FALSE	FAILED 9/27/16	ISS	1
2015-1033	6003 GREGORY LN	ACC	Foundation	9/30/2016	9/30/2016	TRUE		ISS	1
2016-2012	4408 PECAN BEND	ELEC	Meter Release - Electric	9/2/2016	9/2/2016	TRUE		FINAL	1
2016-2012	4408 PECAN BEND	ELEC	Electrical Inspection	9/19/2016	9/19/2016	TRUE		FINAL	1
2016-3021	5304 WESTFIELD DR	FSPR	Fire Hydro Visual	9/14/2016	9/14/2016	TRUE		ISS	1
2016-4033	4101 SPRINGHILL ESTATES DR	JRR	Backflow Certificate on File	9/27/2016	9/27/2016	TRUE		FINAL	1
2016-5017	5605 PEMBROKE CT	MECH	Other	9/2/2016	9/2/2016	TRUE	CONDENSER	FINAL	1
2018-5021	5401 EASTGATE LN	MECH	Final	9/8/2016	9/8/2016	TRUE	EVAP COILS	FINAL	1
2016-5023	5810 HATHAWAY DR	MECH	Final	9/8/2016	9/8/2016	TRUE		FINAL	1
2016-5012	7208 MOSS RIDGE DR	MECH	Other	9/21/2016	9/21/2016	TRUE	AIR HANDLER & COIL	FINAL	1
2016-7039	4602 SPRINGHILL ESTATES DR	PLUM	Plumbing Final	9/6/2016	9/7/2016	TRUE	FAILED 9/6/16	FINAL	2
2016-7040	4200 PECAN ORCHARD DR	PLUM	Water Heater	9/28/2016	9/28/2016	TRUE		FINAL	1
2016-10003	5610 GREGORY LN	POOL	Fence Final	9/1/2016	9/6/2016	TRUE	FAILED 9/1/16	ISS	2
2016-10006	7404 MEADOW GLEN DR	POOL	Pool Final	9/13/2016		FALSE	FAILED 9/13/16	ISS	1
2016-10006	7404 MEADOW GLEN DR	POOL	Pool Protection Certification	9/13/2016	9/13/2016	TRUE		ISS	1
2016-10017	2106 VIRGINIA PL	POOL	Belly Steel	9/13/2016	9/13/2016	TRUE		ISS	1
2016-10020	6805 CHESWICK CT	POOL	Belly Steel	9/14/2016	9/14/2016	TRUE		ISS	1
2016-10016	6904 AUDUBON DR	POOL	Deck Steel	9/16/2016	9/16/2016	TRUE		ISS	1
2016-10005	7307 MEADOW GLEN DR	POOL	Fence Final	9/19/2016	9/19/2016	TRUE		ISS	1
2016-10018	4101 SPRINGHILL ESTATES DR	POOL	Fence Final	9/20/2016	9/27/2016	TRUE		ISS	1
2016-10018	4101 SPRINGHILL ESTATES DR	POOL	Pool Protection Certification	9/20/2016	9/20/2016	TRUE		ISS	1

**INSPECTION LOG
SEPTEMBER 2016**

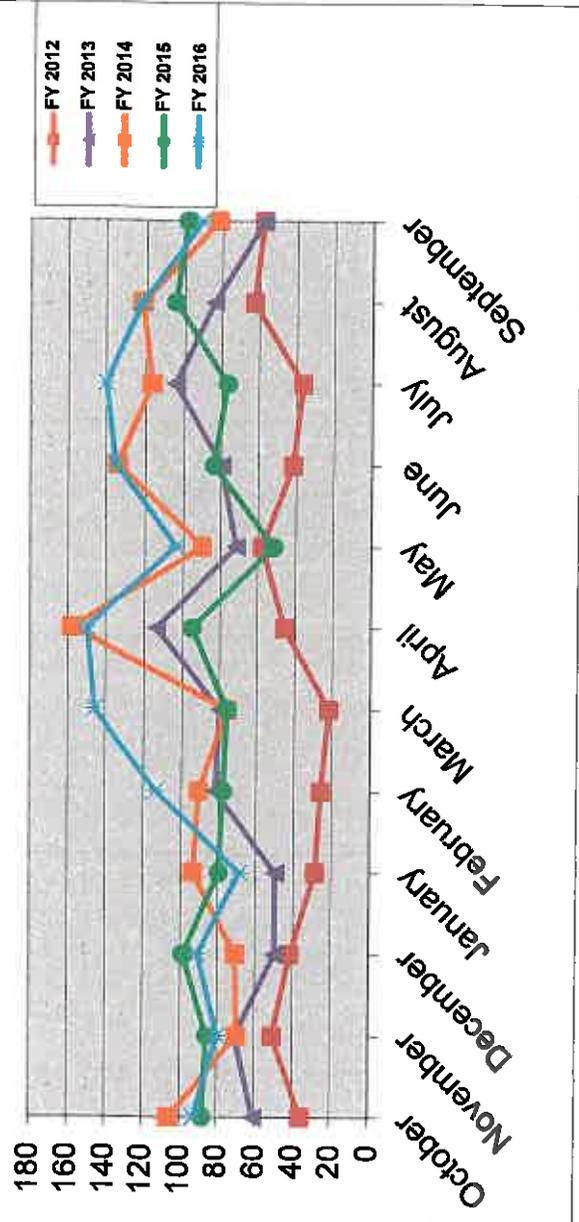
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2016-10008	7301 FOREST BEND DR	POOL	Deck Steel	9/21/2016	9/21/2016	TRUE		ISS	1
2016-10020	6805 CHESWICK CT	POOL	P-Trap	9/27/2016	9/27/2016	TRUE		ISS	1
2016-10020	6805 CHESWICK CT	POOL	Deck Steel	9/27/2016	9/27/2016	TRUE		ISS	1
2016-10017	2106 VIRGINIA PL	POOL	Gas Line to Pool Heater	9/30/2016	9/30/2016	TRUE		ISS	1
2016-80016	4605 OLD GATE LN	REMOD	Plumbing Rough	9/12/2016	9/12/2016	TRUE		ISS	1
2016-80009	5802 HATHAWAY DR	REMOD	Building Final	9/16/2016	9/16/2016	TRUE		FINAL	1
2016-80016	4605 OLD GATE LN	REMOD	Foundation	9/15/2016	9/15/2016	TRUE		ISS	1
2016-80007	5604 KENSINGTON CT	REMOD	Meter Release - Electric	9/21/2016	9/21/2016	TRUE		ISS	1
2016-80013	7400 FOREST BEND DR	REMOD	Electrical Rough	9/22/2016	9/28/2016	TRUE		ISS	1
2016-80011	5804 HATHAWAY DR	REMOD	Electrical Rough	9/27/2016	9/27/2016	TRUE		ISS	1
2016-80017	7306 MEADOW GLEN DR	REMOD	Other	9/28/2016		FALSE	PREPOUR	ISS	1
2016-9010	5200 BERWICK LN	SFR	Meter Release - Electric	9/2/2016	9/2/2016	TRUE		ISS	1
2016-9006	4702 SHEFFIELD CT	SFR	Meter Release - Electric	9/2/2016	9/2/2016	TRUE		ISS	1
2016-9035	7703 WINDOMERE DR	SFR	Foundation	9/2/2016	9/2/2016	TRUE		ISS	1
2016-8028	6315 WESTFIELD DR	SFR	Foundation	9/6/2016	9/6/2016	TRUE		ISS	1
2015-9034	5807 MIDDLETON DR	SFR	Building Final	9/7/2016	9/14/2016	TRUE	FAILED 9/7/16	FINAL	2
2016-8009	6305 BERWICK LN	SFR	Meter Release - Electric	9/12/2016	9/14/2016	TRUE		ISS	2
2016-9012	6503 ERIN LN	SFR	Driveway Approach	9/12/2016	9/12/2016	TRUE		ISS	1
2016-9013	6505 ERIN LN	SFR	Meter Release - Electric	9/12/2016	9/12/2016	TRUE		ISS	1
2016-8013	6505 ERIN LN	SFR	Meter Release - Gas	9/12/2016		FALSE	FAILED 9/12/16	ISS	1
2016-9033	6402 HOLBROOK CIR	SFR	T-Pole	9/12/2016	9/12/2016	TRUE		ISS	1
2016-9036	5204 WESTFIELD DR	SFR	T-Pole	9/12/2016	9/12/2016	TRUE		ISS	1
2015-8023	5510 GREGORY LN	SFR	Building Final	9/14/2016	9/16/2016	TRUE	FAILED 9/14/16	FINAL	2
2016-9038	5710 MIDDLETON DR	SFR	T-Pole	9/14/2016	9/14/2016	TRUE		ISS	1
2015-9034	5807 MIDDLETON DR	SFR	Survey Plat	9/14/2016	9/14/2016	TRUE		FINAL	1
2016-9017	5304 WESTFIELD DR	SFR	Plumbing Top-Out	9/14/2016	9/14/2016	TRUE		ISS	1
2016-8017	5304 WESTFIELD DR	SFR	Electrical Rough	9/14/2016	9/14/2016	TRUE		ISS	1
2016-8017	5304 WESTFIELD DR	SFR	Mechanical Rough	9/14/2016	9/14/2016	TRUE		ISS	1
2016-8017	5304 WESTFIELD DR	SFR	Framing	9/14/2016	9/14/2016	TRUE		ISS	1
2016-8040	5302 ASHFORD CT	SFR	T-Pole	9/15/2016	9/15/2016	TRUE		ISS	1
2016-9032	3000 DUBLIN RD	SFR	T-Pole	9/16/2016	9/16/2016	TRUE		ISS	1
2016-9011	6801 ERIN LN	SFR	Survey Plat	9/16/2016	9/16/2016	TRUE		FINAL	1
2016-9011	6801 ERIN LN	SFR	Building Final	9/16/2016	9/16/2016	TRUE		FINAL	1
2015-9023	5610 GREGORY LN	SFR	Survey Plat	9/16/2016	9/16/2016	TRUE		FINAL	1

**INSPECTION LOG
SEPTEMBER 2016**

PERMIT NUMBER	ADDRESS	TYPE	INSPECTION	SCHEDULED	COMPLETED	RESULT	NOTES	STATUS	#
2016-9016	5302 BERWICK LN	SFR	Meter Release - Electric	9/19/2016	9/19/2016	TRUE		ISS	1
2015-9037	4405 SALISBURY DR	SFR	Building Final	9/19/2016	9/20/2016	TRUE	FAILED 9/19/16	FINAL	2
2015-9036	4407 SALISBURY DR	SFR	Building Final	9/19/2016	9/20/2016	TRUE		FINAL	1
2016-9037	4405 SALISBURY DR	SFR	Survey Plat	9/20/2016	9/20/2016	TRUE		FINAL	1
2015-9036	4407 SALISBURY DR	SFR	Survey Plat	9/20/2016	9/20/2016	TRUE		FINAL	1
2016-9014	5306 WESTFIELD DR	SFR	Meter Release - Electric	9/20/2016	9/20/2016	TRUE		ISS	1
2016-9014	5306 WESTFIELD DR	SFR	Meter Release - Gas	9/20/2016	9/20/2016	TRUE		ISS	1
2016-9036	5204 WESTFIELD DR	SFR	Plumbing Rough	9/21/2016	9/22/2016	TRUE	FAILED 9/21/16	ISS	2
2015-9021	4101 SPRINGHILL ESTATES DR	SFR	Building Final	9/27/2016	9/27/2016	TRUE		FINAL	1
2016-9003	5301 NORWICK DR	SFR	Meter Release - Gas	9/28/2016	9/28/2016	TRUE		ISS	1
2016-9007	4700 SHEFFIELD CT	SFR	Driveway Approach	9/28/2016		FALSE	FAILED 9/28/16	ISS	1
2016-9022	5303 BARRINGTON DR	SFR	Driveway Approach	9/29/2016	9/29/2016	TRUE		ISS	1
2016-9039	6602 ERIN LN	SFR	T-Pole	9/29/2016	9/30/2016	TRUE	FAILED 9/29/16	ISS	2
2015-9026	7704 WINDOMERE DR	SFR	Meter Release - Electric	9/29/2016	9/29/2016	TRUE		ISS	1
2015-9026	7704 WINDOMERE DR	SFR	Meter Release - Gas	9/29/2016	9/29/2016	TRUE		ISS	1
2016-9004	4703 SHEFFIELD CT	SFR	Driveway Approach	9/30/2016	9/30/2016	TRUE		ISS	1
2016-9001	4705 SHEFFIELD CT	SFR	Driveway Approach	9/30/2016	9/30/2016	TRUE		ISS	1
2016-9002	4707 SHEFFIELD CT	SFR	Driveway Approach	9/30/2016	9/30/2016	TRUE		ISS	1
								TOTAL= 91	

Monthly Inspection Report

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2016
October	36	61	106	88	93
November	51	71	70	86	80
December	42	50	71	99	91
January	29	50	94	80	69
February	26	82	91	78	114
March	22	80	76	76	146
April	46	114	158	95	150
May	58	72	90	52	104
June	42	80	134	84	135
July	37	105	117	77	140
August	63	84	122	105	122
September	58	58	82	99	91
Year Total	510	907	1211	1019	1335



CODE ENFORCEMENT REPORT
2015-2016

Violation Description	2015												YTD Totals
	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	
High Grass						10	8	10	10	12	18	10	78
Illegal Dumping		1		2				2	2	2	2		11
Illegal Structure	1	1						1			1		4
Illegal Vehicle						1		1		1			3
Junked Vehicles													0
Lot Maintenance		3	5	3	2	10	2	4	5	6	4	3	52
Trash and Debris		2	3	2	5	2	2	1	8	2	3	5	40
ITEM TOTALS	6	9	6	12	4	26	12	19	25	23	28	18	188

Officer Actions	2016												YTD Totals
	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	
Verbal Warnings	6	9	6	10	6	20	10	12	15	12	10	12	128
Complied/Resolved	6	9	6	10	6	20	10	12	15	12	10	12	128
10 Day Notice (Letters Mailed)							4	7	10	8	10	6	45
Extension Granted									3	1	4	6	14
Complied/Resolved							4	4	3	1	4		16
Citations Issued					2				3				5
Stop Work Order													0
Misc													0
ITEM TOTALS	12	18	12	20	14	40	28	35	49	34	38	36	336

City of Parker Municipal Court Monthly Report

September, 2016	Traffic Misdemeanors	Non-Traffic Misdemeanors
New Cases Filed	38	16
Total Pending Cases	841	360
Uncontested Dispositions	33	26
Compliance Dismissals	31	0
After Driver Safety Course	13	0
After Deferred Disposition	14	0
After Proof of Insurance	5	0
Other Dismissals	1	0
Total Cases Disposed	66	26
Arrest Warrants Issued	2	0
Warrants Cleared	18	0
Total Outstanding Warrants	652	0
Show Cause Hearings Held	8	0
Trials	0	0
Fines, Court Costs & Other Amounts Collected:		
Retained by City	\$7,146.00	0.00
Remitted to State	\$4,829.00	
Total	\$11,975.00	

Definitions:

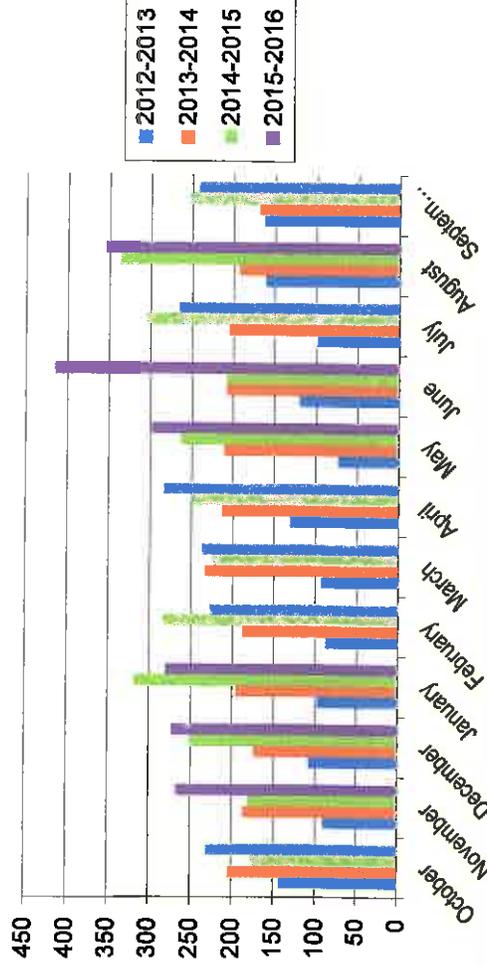
Show Cause Hearing - A court hearing that is held for a defendant who has been granted a Driving Safety Course or Deferred Disposition to Show Cause for Non-Compliance

All cases heard in Municipal Court are Class C Misdemeanors Only.

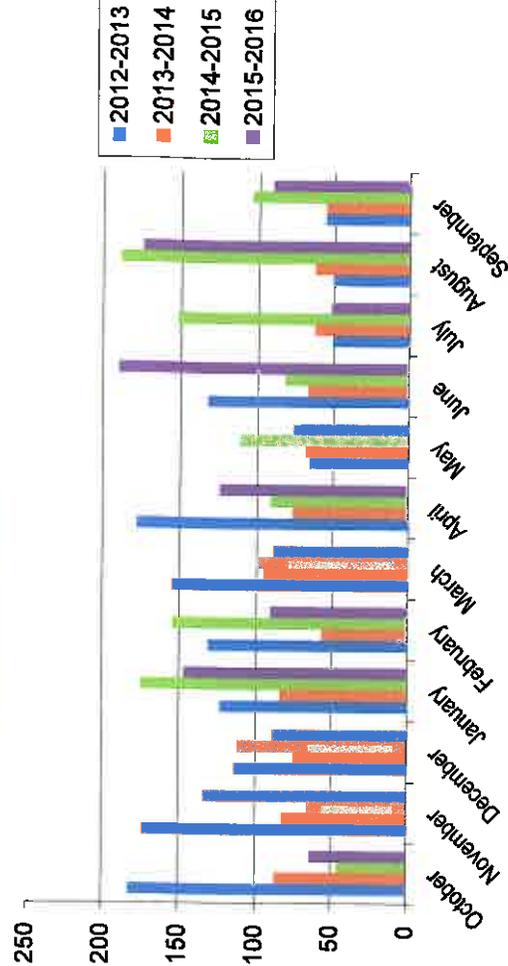
City of Parker
POLICE DEPARTMENT
MONTHLY REPORT

Calls	2012-2013	2013-2014	2014-2015	2015-2016
Fiscal Year				
October	144	205	177	232
November	91	187	181	267
December	108	174	251	273
January	98	196	318	281
February	89	188	284	227
March	94	233	225	237
April	131	213	249	283
May	74	211	263	298
June	120	208	208	415
July	100	205	305	265
August	161	193	338	355
September	163	169	253	243
Y-T-D Total	1373	2382	3052	3376
Traffic Stops				
Fiscal Year				
October	182	87	46	64
November	172	82	66	134
December	114	75	112	89
January	124	84	174	147
February	132	57	154	91
March	154	95	99	89
April	177	77	91	125
May	66	69	112	77
June	133	67	82	189
July	51	63	152	52
August	51	63	188	173
September	56	56	105	91
Y-T-D Total	1412	875	1381	1321

Calls



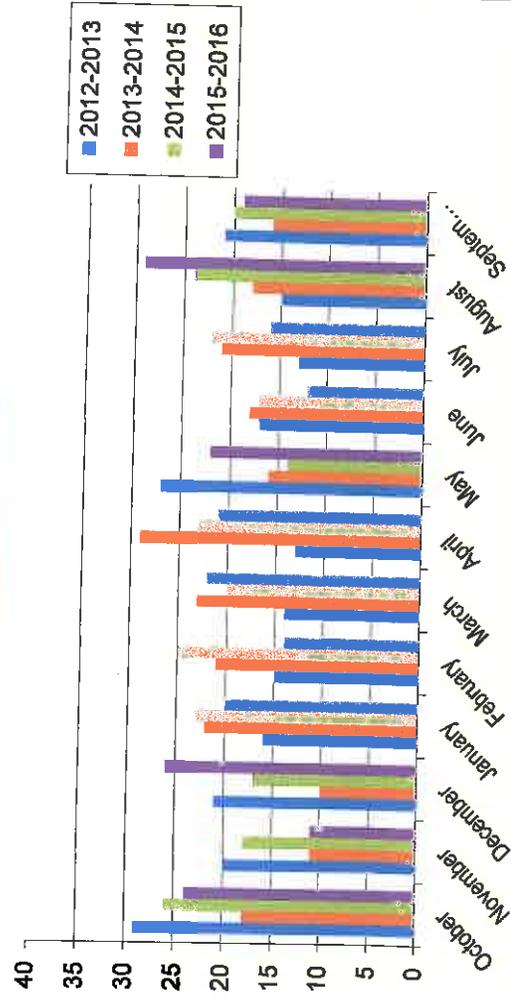
Traffic Stops



City of Parker
POLICE DEPARTMENT
MONTHLY REPORT

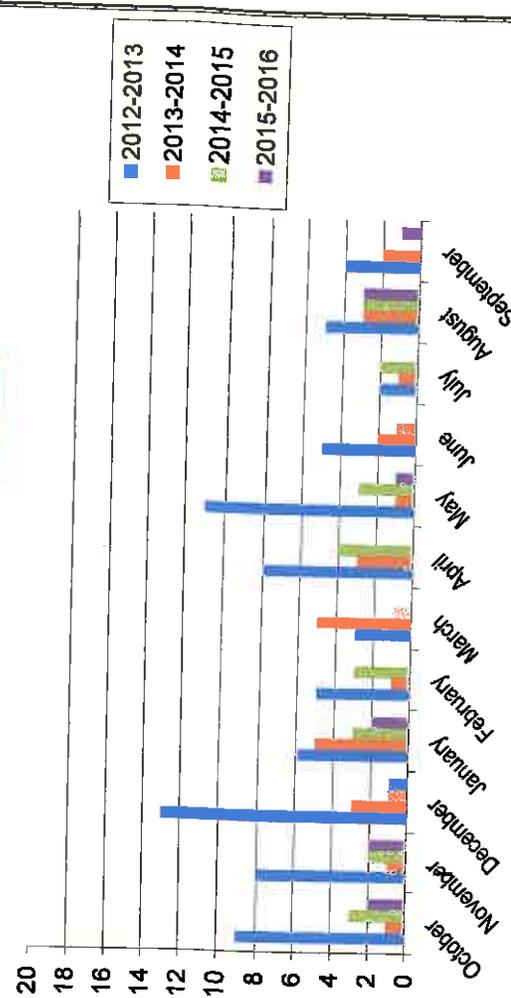
Total Reports				
Fiscal Year	2012-2013	2013-2014	2014-2015	2015-2016
October	29	18	26	24
November	20	11	18	11
December	21	10	17	26
January	16	22	23	20
February	15	21	25	14
March	14	23	20	22
April	13	29	23	21
May	27	16	14	22
June	17	18	17	12
July	13	21	22	16
August	15	18	24	29
September	21	16	20	19
Y-T-D Total	221	223	249	236

Total Reports



Total Arrests				
Fiscal Year	2012-2013	2013-2014	2014-2015	2015-2016
October	9	1	3	2
November	8	1	2	2
December	13	3	1	1
January	6	5	3	2
February	5	1	3	0
March	3	5	1	0
April	8	3	4	0
May	11	1	3	1
June	5	2	1	0
July	2	1	2	0
August	5	3	3	3
September	4	2	0	1
Y-T-D Total	79	28	26	12

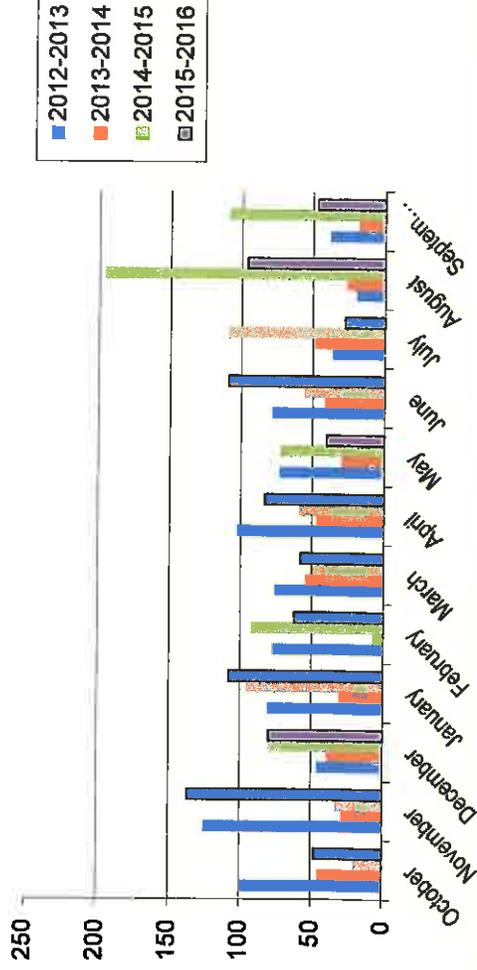
Total Arrests



City of Parker
POLICE DEPARTMENT
MONTHLY REPORT

Total Citations				
Fiscal Year	2012-2013	2013-2014	2014-2015	2015-2016
October	99	45	20	48
November	125	29	33	137
December	46	39	80	80
January	80	31	95	108
February	77	8	92	62
March	75	54	50	58
April	102	47	58	83
May	73	30	72	40
June	78	41	55	109
July	36	48	109	28
August	20	27	196	96
September	38	19	109	47
Y-T-D Total	849	418	969	896

Total Citations



City of Parker
POLICE DEPARTMENT
VEHICLE MAINTENANCE

Unit	Mileage Ending 14-15	2012 CHEVY TAHOE - UNIT 100												Total Mileage	Odometer Reading
		Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep		
Unit 100		2012 CHEVY TAHOE - UNIT 100													
Monthly Mileage	98,967	2,785	2,062	2,338	1,194	1,467	1,248	1,152	1,833	2,045	2,113	2,378	870	21,575	120,542
Gallons of Fuel		282.775	202.253	134.518	110.449	160.865	135.461	129.063	203.183	240.847	267.218	279.539	85.855		
Miles/Gal		9.849	10.145	17.381	10.810	9.130	8.924	8.514	8.481	7.907	7.907	8.507	9.078		
Major Repairs over \$500		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
Unit 200		2013 CHEVY TAHOE - UNIT 200													
Monthly Mileage	56,353	1,455	2,624	2,136	2,844	2,000	2,141	1,825	2,266	2,623	1,767	3,447	3,824	28,881	85,234
Gallons of Fuel		174.239	287.095	296.717	322.735	258.093	288.729	240.659	270.784	311.671	254.549	434.26	455.287		
Miles/Gal		8.351	8.782	7.186	8.812	7.748	8.027	7.583	8.478	8.416	6.942	7.938	8.399		
Major Repairs over \$500		\$0.00	\$784.69	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,183.00	\$0.00	\$586.00	\$584.00		
			New Radiator /Misc checks							2 Tires Balancing Road Hazard Door Panel		2 New Tires & Road Hazard Certs	2 New Tires & Road Hazard Certs		
Unit 300		2011 DODGE CHARGER - UNIT 300													
Monthly Mileage	48,418	1,025	720	667	637	636	1,094	1,034	662	1,315	309	674	936	9,728	58,147
Gallons of Fuel		101.468	58.525	68.574	49.25	49.474	77.505	82.949	48.01	99.023	27.465	52.784	89.248		
Miles/Gal		10.102	12.098	9.727	12.934	12.856	14.115	12.465	14.205	13.280	11.261	12.769	10.468		
Major Repairs over \$500		\$3,508.19	\$0.00	\$0.00	\$0.00	\$0.00	\$1,459.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
		Service on Brakes, Transmission, Radiator, Seat Belts and 4 New Tires					Brakes & Rotors, O2 Sensors, New Throttle Body & Labor								
Unit 400		2009 DODGE CHARGER - UNIT 400													
Monthly Mileage	30,352	1,951	1,934	1,888	1,789	1,638	1,902	2,138	1,674	2,293	1,833	584	743	20,707	53,059
Gallons of Fuel		253.73	228.851	241.803	198.264	221.488	221.796	235.855	199.072	242.713	217.555	88.574	84.768		
Miles/Gal		7.689	8.450	7.806	8.978	8.298	8.578	9.065	8.414	9.200	8.425	5.924	8.765		
Major Repairs over \$500		\$1,100.00	\$0.00	\$1,212.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,275.75	\$0.00	\$539.00	\$0.00	\$0.00		
			Tires Certificates, Balance & Rotate						2 Belts, Rear Brake Pads & Rotors, 2 Batteries, 3 Tires		Replace Door Panel Driveside				

CITY OF PARKER
RESERVE OFFICERS HOURS

OFFICER	HOURS WORKED												TOTAL
	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	
Kim Sylvester	38	12	22	13	8	27	7	6	23	16	16	4	192
Jim Laramore	NA	NA	NA	NA	15	16	15	10	17	28	18	6	125

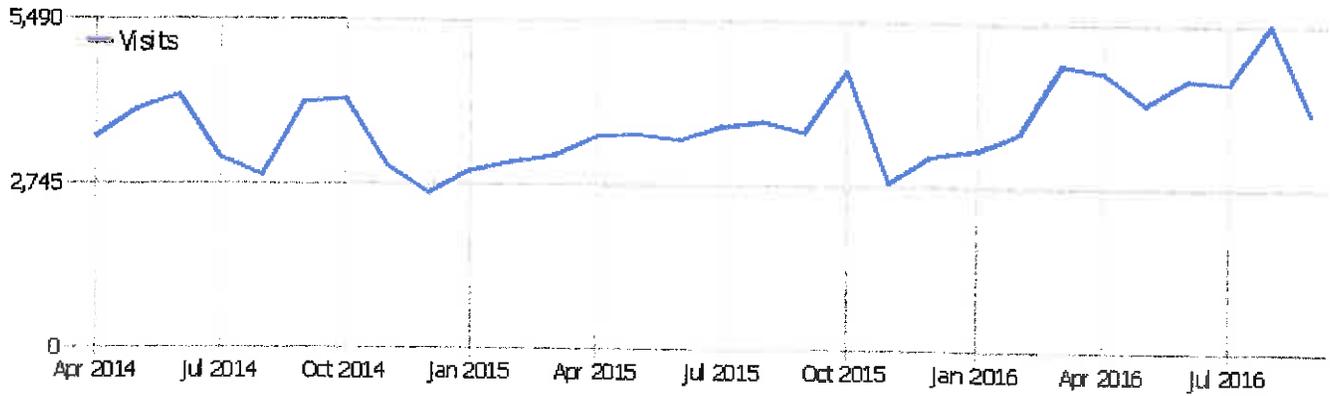


Parker, TX

Date range: September 2016

Monthly Web Report

Visits Summary



Name	Value
Unique visitors	3,175
Visits	4,002
Actions	12,188
Maximum actions in one visit	87
Actions per Visit	3
Avg. Visit Duration (in seconds)	00:02:52
Bounce Rate	51%

Site Search Keywords

Keyword	Searches	Search Results pages	% Search Exits
bid postings	7	1	0%
parkerfest	4	1	0%
utilities	4	1	100%
irc	3	1	0%
mayor	3	1	33%
20140319 fm 2551 murphy rd project	2	1	0%
backflow	2	1	100%
parkerfest 2016	2	3	50%
parks	2	2	0%
permit	2	1	0%
permits	2	1	0%
preserve address	2	1	50%
purchasing	2	1	50%
"building code"	1	1	0%
"fireplace building code"	1	1	0%
"fireplace combustible building code"	1	2	0%
200 elliot	1	1	100%
2016 - 2017 budget workshop	1	2	0%
2016 tax rate	1	1	100%
absentee ballot	1	1	0%
absentee voting	1	1	0%
ach	1	1	0%
alarm monitoring	1	1	100%
Others	85	116	21%

Referrer Type

Referrer Type	Visits	Actions	Actions per Visit	Avg. Time on Website	Bounce Rate	Revenue
Direct Entry	2,150	5,993	3	00:03:11	58%	\$ 0
Search Engines	1,576	5,265	3	00:02:29	42%	\$ 0
Websites	276	930	3	00:02:35	42%	\$ 0

Country

Country	Visits	Actions	Actions per Visit	Avg. Time on Website	Bounce Rate	Revenue
 United States	3,619	11,302	3	00:02:51	48%	\$ 0
 Canada	118	248	2	00:00:35	86%	\$ 0
 France	42	129	3	00:06:31	52%	\$ 0
 Germany	38	52	1	00:00:38	89%	\$ 0
 Israel	35	238	7	00:20:28	11%	\$ 0
 Russia	17	17	1	00:00:00	100%	\$ 0
 Philippines	16	36	2	00:02:58	44%	\$ 0
 India	13	16	1	00:00:01	85%	\$ 0
 United Kingdom	11	17	2	00:00:13	82%	\$ 0
 Nigeria	6	7	1	00:01:42	83%	\$ 0
 Latvia	5	5	1	00:00:00	100%	\$ 0
 Pakistan	5	9	2	00:00:40	80%	\$ 0
 South Korea	5	6	1	00:00:00	80%	\$ 0
 Ukraine	5	6	1	00:00:00	80%	\$ 0
 Botswana	4	4	1	00:00:00	100%	\$ 0
 Mexico	4	4	1	00:00:00	100%	\$ 0
 Norway	4	5	1	00:00:00	75%	\$ 0
 Poland	4	4	1	00:00:00	100%	\$ 0
 South Africa	4	4	1	00:00:00	100%	\$ 0
 Belgium	3	4	1	00:00:08	67%	\$ 0
 Bulgaria	3	3	1	00:00:00	100%	\$ 0
 China	3	4	1	00:00:00	67%	\$ 0
 Malaysia	3	3	1	00:00:00	100%	\$ 0
Others	35	65	2	00:01:10	66%	\$ 0

Device type

Device type	Visits	Actions	Actions per Visit	Avg. Time on Website	Bounce Rate	Conversion Rate
 Desktop	2,632	8,656	3	00:03:17	48%	0%
 Smartphone	996	2,607	3	00:01:47	58%	0%
 Tablet	274	710	3	00:02:39	51%	0%
Unknown	58	114	2	00:04:26	62%	0%
Phablet	42	101	2	00:02:12	57%	0%

Drive By's 2016



Homes Serviced:

Brush / recycle / trash:
3,881 homes

Drive by's / services

3rd- qtr: 34,658





Council Agenda Item

Item 10
C'Sec Use Only

Budget Account Code:	Meeting Date:	October 18, 2016
Budgeted Amount:	Department/ Requestor:	City Council
Fund Balance-before expenditure:	Prepared by:	Brandon Shelby
Estimated Cost:	Date Prepared:	October 11, 2016
Exhibits:	Proposed Resolution	

AGENDA SUBJECT

CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON RESOLUTION NO. 2016-524 APPOINTING MR. BRANDON S. SHELBY, AN ATTORNEY WITH THE LAW FIRM OF SHELBY LAW, PLLC AS THE CITY ATTORNEY OF THE CITY OF PARKER. [SHELBY]

SUMMARY

At the direction of the City Council of the City of Parker, the City Staff posted a Request for Qualifications for the position of City Attorney for the City of Parker in the spring of 2016. City Council reviewed all submittals for City Attorney and selected the law firm of Shelby Law, PLLC as the finalist for the position.

City Attorney James E. Shepherd tendered his resignation on September 30, 2016.

The attached Resolution shall appoint the law firm of Shelby Law, PLLC, as City Attorneys and to name Mr. Brandon S. Shelby, an attorney with the law firm of Shelby Law, PLLC, as the City Attorney of the City of Parker.

POSSIBLE ACTION

- Approve, Table or Deny

Inter - Office Use			
Approved by:			
Department Head:	<i>Patti Scott Grey</i>	Date: <i>[Signature]</i>	10/14/2016
City Attorney:	<i>Brandon S. Shelby</i>	Date:	10/11/2016
City Administrator:	<i>Jeff Flanigan</i>	Date: <i>[Signature]</i>	10/14/2016

RESOLUTION NO. 2016-524
(City Attorney Appointment)

A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF PARKER, TEXAS APPOINTING MR. BRANDON S. SHELBY, AN ATTORNEY WITH THE LAW FIRM OF SHELBY LAW, PLLC AS THE CITY ATTORNEY OF THE CITY OF PARKER; AND OTHER MATTERS IN CONNECTION THEREWITH

WHEREAS, at the direction of the City Council of the City of Parker (the "City"), the City Staff posted a Request for Qualifications for the position of City Attorney for the City of Parker; and,

WHEREAS, the City Council reviewed all submittals for City Attorney and selected the law firm of Shelby Law, PLLC as the finalist for the position; and,

WHEREAS, City Attorney James E. Shepherd tendered his resignation on September 30, 2016; and,

WHEREAS, the City Council has determined that it is in the best interest of the City to appoint the law firm of Shelby Law, PLLC, as City Attorneys and to name Mr. Brandon S. Shelby, an attorney with the law firm of Shelby Law, PLLC, as the City Attorney of the City of Parker.

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

Section 1. The City Council hereby appoints the law firm of Shelby Law, PLLC, as City Attorneys and names Mr. Brandon S. Shelby, an attorney with the law firm of Shelby Law, PLLC, as the City Attorney of the City of Parker.

Section 2. The recitals contained in the preamble hereof are hereby found to be true, and such recitals are hereby made a part of this Resolution for all purposes and are adopted as a part of the judgment and findings of the City Council.

Section 3. All resolutions, or parts thereof, which are in conflict or inconsistent with any provision of this Resolution are hereby repealed to the extent of such conflict, and the provisions of this Resolution shall be and remain controlling as to the matters resolved herein.

Section 4. This Resolution shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America.

Section 5. If any provision of this Resolution or the application thereof to any person or circumstance shall be held to be invalid, the remainder of this Resolution and the application of such provision to other persons and circumstances shall nevertheless be valid, and the City Council hereby declares that this Resolution would have been enacted without such invalid provision.

Section 6. It is officially found, determined, and declared that the meeting at which this Resolution is adopted was open to the public and public notice of the time, place, and subject matter of the public business to be considered at such meeting, including this Resolution, was given, all as required by Chapter 551, Texas Government Code, as amended.

Section 7. This Resolution shall be in force and effect from and after its final passage, and it is so resolved.

PASSED AND ADOPTED by the City Council on this, the 18th day of October, 2016.

CITY OF PARKER, TEXAS

Z Marshall, Mayor

ATTEST:

Patti Scott Grey, City Secretary

APPROVED TO AS FORM:

Brandon S. Shelby, City Attorney



Council Agenda Item

Item 11
C'Sec Use Only

Budget Account Code:	Meeting Date: October 18, 2016
Budgeted Amount:	Department/ Requestor: City Administrator Flanigan
Fund Balance-before expenditure:	Prepared by: City Administrator Flanigan
Estimated Cost:	Date Prepared: October 12, 2016
Exhibits:	<ol style="list-style-type: none"> 1. City Engineering Letters, dated Oct. 13, 2016 2. Proposed July 14, 2016 Planning and Zoning (P&Z) Commission Meeting Minutes, with Exhibit A 3. City Engineering Letters, dated August 2, 2016

AGENDA SUBJECT

CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON PARKER STORAGE FACILITY DEVELOPMENT PLAT AND PRELIMINARY ENGINEERING PLANS. [FLANIGAN]

SUMMARY

On July 14, 2016, the P&Z Commission forwarded the item to City Council with a recommendation for approval, subject to meeting the requirement of both letters (June 24, 2016 and June 23, 2016).

Please review the revised letters, dated October 13, 2016, prepared by City Engineers Kerkhoff & Carter.

POSSIBLE ACTION

Approve, Table, Deny

Inter – Office Use

Approved by:			
Department Head/ Requestor:		Date:	
City Attorney:		Date:	
City Administrator:	<i>Jeff Flanigan</i>	Date:	10/14/2016

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

11910 Greenville Ave., Suite 600

Dallas, Texas 75243

Phone (214) 361-7900

www.bhcllp.com

JOHN W. BIRKHOFF, P.E.
GARY C. HENDRICKS, P.E.
JOE R. CARTER, P.E.
MATT HICKEY, P.E.
ANDREW MATA, JR., P.E.
JOSEPH T. GRAJEWSKI, III, P.E.
DEREK B. CHANEY, P.E.
CRAIG M. KERKHOFF, P.E.

October 13, 2016

Mr. Jeff Flanigan
City Administrator
City of Parker
5700 E. Parker Rd.
Parker, Texas 75002

Re: Parker Storage Facility
Development Plat & Engineering Plans

Dear Mr. Flanigan:

As requested, we have reviewed the Development Plat and Engineering Plans for the Parker Storage Facility, dated September 20, 2016. We received the plans electronically from DeOtte Engineering on October 4, 2016.

Our review of the Development Plat and Engineering Plans is for general compliance with the City of Parker's development requirements and good engineering practice, and does not relieve the Engineer of record of his responsibilities under the Texas Engineering Practice Act and Texas Surveyor's Act. Listed below are the comments regarding the enclosed plans:

Engineering Plan Comments

1. Flood study under separate review letter.
2. 1-foot freeboard above the 100-year WSEL is required within the detention pond. As shown, the 100-year WSEL will be at the edge of the pavement where the flumes are shown and there is no freeboard provided.
3. Show the WSEL on the profile and the cross-sections provided for the drainage channel adjacent to the north property line. The plans show a proposed channel to capture and convey the flow, however it is not shown if there is enough capacity and freeboard within the channel.

We are available to discuss this project and our review comments further at your convenience.

Sincerely,



Craig M. Kerkhoff, P.E., C.F.M

Enclosures

BIRKHOFF, HENDRICKS & CARTER, L.L.P.

PROFESSIONAL ENGINEERS

TEXAS FIRM 526

11910 Greenville Avenue, Suite 600

Dallas, Texas 75243

Fax (214) 461-8390

Phone (214) 361-7900

MEMORANDUM

To: Jeff Flanigan
From: Joe R. Carter, P.E., C.F.M. (#64008) & (#1698-09N)
Date: October 14, 2016
Subject: Storage Facility Flood Study – Sixth Review



This memorandum summarizes our recommendations from the sixth review of a Flood Study submitted for the Parker Storage LLC prepared by James DeOtte Engineering Inc. This memorandum only focuses on the comments and recommendations that were outstanding from the fifth review on August 2, 2016. All previous comments that appear to have been adequately addressed were removed.

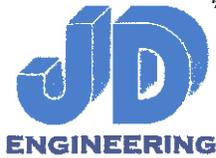
The outstanding comments, questions and recommendations are shown in regular font with a number. Comments, questions and recommendations from the fourth review are shown with a solid diamond bullet point in regular font. Responses to the fourth review are shown with an open diamond bullet point. Outstanding comments questions and recommendations from the fifth review are shown with a solid circle bullet point in italic font. The proposed responses are shown in an open bullet point. Outstanding comments are shown with a solid square bullet point in bold italic type.

1. We cannot evaluate the water surface elevations or limits shown on the drawing without the input/output reports from the water surface elevation models. We recommend using the HEC-RAS computer model. We recommend the HEC-RAS model reports be printed in landscape format with small margins (0.4") and small font to eliminate text wrapping on the summary tables. We recommend the reports include Standard Summary Tables and summaries of contraction/expansion coefficients, Manning's "n" values and reach lengths to aid in the review of these variables.
 - ◆ The existing conditions model uses a Manning's "n" value of 0.125 for the channel and the overbank areas throughout the entire studied reach. This Manning's "n" value is probably too high. The normal maximum Manning's "n" value for a Minor Natural Stream with an irregular channel, with pools and meanders and weeds with dense willows on the banks is 0.090. The high "n" value results in higher existing water surface elevations.
 - ◇ The response states that the Manning's "n" value was changed to 0.090 in the existing conditions model.
 - *We were not retained to participate in the design process and were not recommending using an "n" value of 0.090 in the channel and overbanks for this study. We were providing a description of an extreme example. The engineer of record should visit the site and determine the appropriate "n" values for both the channel and the overbank areas specific to this studied reach. The engineer should not be performing this type of work if they are not capable making a reasonable determination of the "n" values. The proposed model uses a Manning's "n" value of 0.013 on the left overbank. This "n" value is for smooth concrete and the normal "n" value for concrete is 0.015. It appears the "n" value of 0.013 is applied not*

only in the paved area but all the way to the top of bank and it appears the paved area is short of the top of bank station. Using the lower "n" value in areas where it does not apply will result in lower proposed water surface elevations.

- The response states that an "n" value of 0.090 was used outside the pavement and the engineer feels this is appropriate based on comparison between site conditions and "Open Channel Hydraulics" by Ven T. Chow. Also the "n" value for pavement was revised to 0.015.
 - *The plan view showing the section locations was not included with this submittal, but it appears the left overbank "n" value of 0.015 applies to a new valley gutter that has been extended from the buildings from Section 1546.1 (upstream) to Section 1049.06 (downstream). This valley gutter could possibly be available for valley storage but does not appear to be effective for channel flow.*
 - *The response letter dated September 20, 2016 does not address this comment.*
2. Please include cross section plots for both existing and proposed conditions.
- *The report was not resubmitted.*
3. The response letter states that the rise in water surface elevation of 0.06' or less (as predicted in the past development model) is acceptable to all affected property owners (according to Mr. Rick Meyer) and is not considered an adverse impact.
- *The revised report was not provided and therefore we cannot verify that the revisions have been made or that the increased water surface elevation was not changed due to the revisions.*

We recommend the City of Parker Floodplain Administrator deny approval of this Floodplain Study until all the comments and recommendations contained in this memorandum and any from necessary subsequent reviews are resolved to the City of Parker's satisfaction.



James
DeOtte
Engineering
Inc.

Civil Engineering
Land Surveying
Construction Management
Hydrologic and Hydraulic Modeling

20 September 2016

Mr. Rick Meyer, President
Preston North Construction, Inc.
14673 Midway Rd. #106
Addison, Texas 75001

Ref: Parker Storage LLC

Mr. Meyer,

This letter is in response to the remaining comments provided by Birkhoff, Hendricks & Carter, L.L.P. on June 24, 2016. Comments provided after that date are not addressed.

Development Plat Comments:

1. Addressed. Owner name corrected.
2. Addressed. References corrected.
3. Addressed. Plat included in plan set.

Engineering Plan Comments:

4. Addressed. Response to latest floodplain comments submitted under separate letter.
5. Addressed. Contours have been labeled.
6. Addressed. Cross sections of Muddy Creek Tributary with 100-year WSELs are shown on Sheet 11. Additionally, BFEs are shown on Sheets 12 & 13.
7. Addressed. Revised spillway calculations are provided on Sheet 10.
8. County Fire Marshall has addressed this comment.
9. Addressed. The regional drainage area map discharge has been corrected and is consistent with other calculations.
10. Addressed. Contours have been provided on the drainage area maps on Sheets 7 & 8.
11. Addressed. Pond Outfall grading details have been added to the plan set on Sheet 19.
12. Addressed. Discharge callouts have been corrected on Sheet 9.
13. Addressed. A detail of the overflow spillway has been provided on Sheet 18.
14. Addressed. The domestic 1-1/2" water line has been labeled as private.
15. Existing Fire Hydrants have been shown. The County Fire Marshall does not require any additional fire hydrants.

Flood Study Comments:

1. Addressed. No further comment was given.



2. Addressed. Pond volume calculations shown on Sheet 10 include backwater storage from Muddy Creek. As shown, the detention pond has the required storage above the backwater elevation, hence removing the need for a timing analysis.
3. Addressed. The model has been revised to use a 0.09 "n" value. The "n" value of .09 is acceptable when comparing pictures and site visits to Plates 21 and 22, pages 122 and 123 of "Open Channel Hydraulics" by Ven T. Chow. The proposed model pavement "n" value of 0.013 has been revised to 0.015.
4. Addressed. Refer to #3.

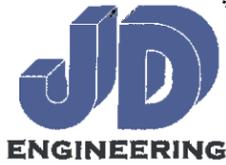
Further, the rise in water surface elevation of .06' or less (as predicted in the post development model) is acceptable to all affected property owners (according to Mr. Rick Meyer) and is not considered an adverse impact.

Regards,

James DeOtte, P.E., RPLS
James DeOtte Engineering, Inc.

Cc: Mr. Jeff Flanigan

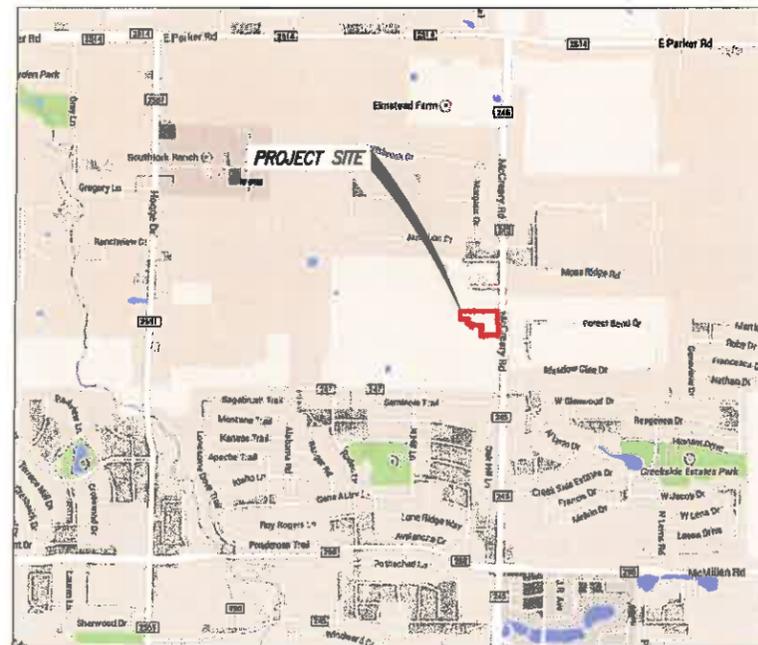
PREPARED BY:



James DeOtte Engineering Inc.

THE CITY OF PARKER, TEXAS COMMUNITY DEVELOPMENT STORAGE FACILITY COLLIN COUNTY TEXAS

STORAGE FACILITY	
Sheet Number	Sheet Title
1	Cover Sheet
2	Plot Sheet 1 of 2
3	Plot Sheet 2 of 2
4	Coordinate Control Plan
5	Regional Drainage Area Map
6	Off-Site Drainage Area Map
7	Existing Drainage Area Map
8	Proposed Drainage Area Map
9	Grading Plan
10	Pond Outlet Summary
11	Tributary Cross Sections
12	Swale Plan and Profile
13	Existing Floodplain
14	Proposed Floodplain
15	Utility Plan
16	Erosion Control Plan
17	Erosion Control Details
18	Standard Details 1
19	Standard Details 2
20	Standard Details 3
21	Standard Details 4



LOCATION MAP
N.T.S.



James DeOtte Engineering, Inc.
Registration #8917
9/20/16

SEPTEMBER 2016



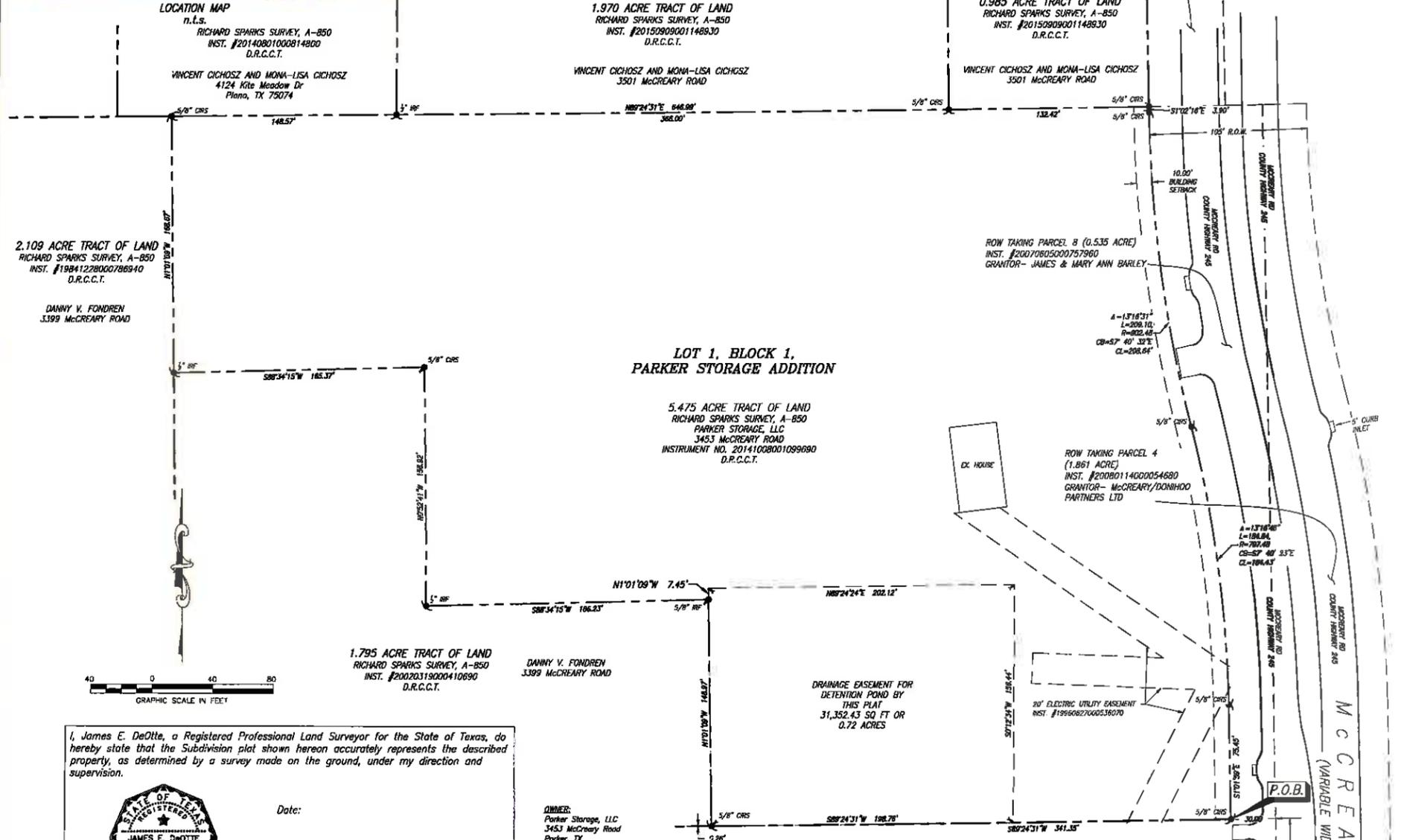
*** LEGEND ***

BM	BENCHMARK
CRF	CAPIED IRON ROD FOUND
CRS	CAPIED IRON ROD SET
RF	IRON ROD FOUND
RF	IRON PIPE FOUND
X-CUT	"X" CUT ON CONCRETE
(CM)	CONTROLLING MONUMENT
D.R.C.C.T.	DEED RECORDS, COLLIN COUNTY, TEXAS
P.R.C.C.T.	PLAT RECORDS, COLLIN COUNTY, TEXAS
INST#	INSTRUMENT NUMBER
VOL.	VOLUME
PG.	PAGE
NO.	NUMBER
R.O.W.	RIGHT-OF-WAY
ESMT.	EASEMENT
POC	POINT OF COMMENCING
POB	POINT OF BEGINNING
NTS	NOT TO SCALE

Utility Easements
 Any public utility, shall have the right to move and keep moved all or part of any building, fence, tree, shrub, other growth or improvement which in any way endangers or interferes with the construction, maintenance, or efficiency of its respective systems on any of the easements shown on the plat, and they shall have the right at all times to ingress and egress upon said easements for the purpose of construction, reconstruction, inspection, patrolling, maintaining, and adding to or removing all or part of its respective systems without the necessity at any time of procuring the permission of anyone.

Construction Prohibited over Easements
 No permanent buildings or structures shall be constructed over any existing or platted water, sanitary sewer, drainage, gas, electric, cable or other utility easement of any type.

PRELIMINARY. THIS DOCUMENT SHALL NOT BE RECORDED FOR ANY PURPOSE AND SHALL NOT BE USED OR VIEWED OR RELIED UPON AS A FINAL SURVEY DOCUMENT.
 THIS DOCUMENT WAS PREPARED FOR REVIEW BY VESTED PARTIES.
 SURVEYOR: JAMES E. DEOTTE, RPLS 4673
 DATED: 6-10-2016



DEVELOPMENT PLAT
 LOT 1, BLOCK 1,
 PARKER STORAGE ADDITION
 3453 McCREARY ROAD
 RICHARD SPARKS SURVEY, A-850
 City of Parker, Collin County, Texas, as
 recorded in Instrument No.
 #2014008001099690 D.R.C.C.T.
 5.475 acres of land
 JUNE, 2016

OWNER
PARKER STORAGE, LLC
 14873 Midway Rd. #108
 Addison, Texas 75001

I, James E. DeOtte, a Registered Professional Land Surveyor for the State of Texas, do hereby state that the Subdivision plat shown hereon accurately represents the described property, as determined by a survey made on the ground, under my direction and supervision.

Date: _____

James E. DeOtte
 Registered Professional Land Surveyor
 Texas Registration No. 4673



DRAWN:
 Parker Storage, LLC
 3453 McCreeary Road
 Parker, TX

SURVEYOR:
 James DeOtte Engineering, Inc.
 2201 Dottie Lynn Pkwy
 Suite 119
 Fort Worth, Texas 76120
 Ph: 817-446-6877
 Fax: 817-930-0445



2.013 ACRE TRACT OF LAND
 RICHARD SPARKS SURVEY, A-850
 INST. #20101123001284170
 D.R.C.C.T.
 CHIAN CHUAN & KUET CHOI LO
 3415 McCREARY ROAD

THIS DOCUMENT IS FOR INTERIM REVIEW AND IS NOT INTENDED FOR CONSTRUCTION OR BIDDING PURPOSES.
 JAMES DEOTTE ENGINEERING, INC.
 REGISTRATION #8917
 BY: James E. DeOtte
 Reg. No.: 65840
 Date: 06/10/2016

- * NOTES ***
1. BASIS OF BEARING FOR THIS PLAT IS REFERENCED TO THE TEXAS COORDINATE SYSTEM, NAD-83, NORTH CENTRAL ZONE 4202, AS DERIVED FROM GPS VECTORS OBTAINED FROM WESTERN DATA SYSTEMS RTK NETWORK. ALL POINTS IN THIS SURVEY ARE SHOWN ON GRID COORDINATES.
 2. NO PORTION OF THIS PROPERTY LIES WITHIN THE FLOODPLAIN AS SHOWN ON FEMA MAP NUMBER 48085C04154, EFFECTIVE DATE JUNE 9, 2008.
 3. CONTROLLING MONUMENTS ARE AS SHOWN.
 4. ALL UNDERGROUND UTILITIES SHOWN ON THIS PLAT ARE SHOWN IN LOCATION BY OBSERVED EVIDENCE, PLANS OBTAINED FROM UTILITY COMPANIES, AND MARKINGS BY UTILITY COMPANIES.

JD ENGINEERING
 James DeOtte Engineering, Inc.
 phone 817-446-6877
 fax 817-930-0445

Chil Engineering
 Land Surveying
 Construction Management
 Hydrologic and Hydraulic Modeling

TPLS Firm Reg. No. 10101402 - TPLS Firm Reg. No. 0117
 2201 Dottie Lynn Parkway Ste. 119 • Fort Worth TX, 76120
 email: j@jdoe.com

DOCUMENT NO. _____ DATE _____

STATE OF TEXAS
COUNTY OF COLLIN: OWNER'S CERTIFICATE

Being a 5.475 acre tract of land situated in the Richard Sparks Survey, Abstract No. 850, in Collin County, Texas and being a portion of a tract of land as described by deed to Parker Storage, LLC in Instrument No. 20141008001099690, Deed Records of Collin County, Texas (DRCC) and more particularly described as follows:

BEGINNING at a 5/8" capped iron rod set (DeOtte) being in the west right of way line of McCreary Road (County Highway 245) and being the northeast corner of a 2.013 acre tract of land to Chian Chuan and Kuet Chai Lo and described in Instrument No. 20101123001284170, DRCC and also being the Southeast Corner of the remaining portion of the aforementioned tract of land;

Thence South 89d24'31" West, along the Parker-Chuan/Lo (2.013 acre tract) common line, a distance of 341.35 feet to a 5/8" capped iron rod set (DeOtte) in the common line of the Parker Storage tract and a tract of land deeded to Danny V. Fondren as described in Instrument No. 20020319000410690, DRCC;

Thence departing the Parker-Chuan/Lo (2.013 acre tract) common line, North 1d01'09" West along the Parker-Fondren (1.795 acre tract) common line, a distance of 148.97 feet to a 5/8" iron rod found;

Thence continuing along the Parker-Fondren (1.795 acre tract) common line, South 86d34'15" West, a distance of 186.23 feet to a 1/2" iron rod found;

Thence continuing along the Parker-Fondren (1.795 acre tract) common line, North 0d52'41" West, a distance of 156.92 feet 5/8" capped iron rod set (DeOtte);

Thence continuing along the Parker-Fondren (1.795 acre tract) common line, South 86d34'15" West, a distance of 185.37 feet to a 1/2" iron rod found, said iron being in the east line of a 2.109 acre tract of land dedicated to Danny V. Fondren in Instrument No. 19841228000786940 Deed Records, Collin County, Texas;

Thence departing the Parker-Fondren (1.795 acre tract) common line, North 1d01'09" West along the Parker-Fondren (2.109 acre tract) common line, a distance of 168.67 feet to a 5/8" capped iron rod set (DeOtte) in the south line of a 0.980 acre tract of land dedicated to Vincent Cichosz and Mona-Lisa Cichosz and described in Instrument No. 20140801000814900, DRCC;

Thence departing the Parker-Fondren (2.109 acre tract), North 89d24'31" East along the Parker-Cichosz (0.980 acre tract) common line, a distance of 148.57 feet to a 1/2" iron rod found, said rod being the southwest corner of a 1.970 acre tract of land deeded to Vincent Cichosz and Mona-Lisa Cichosz and described in Instrument No. 20150909001148930 DRCC;

Thence departing the Parker-Cichosz (0.980 acre tract) common line, North 89d24'31" East along the Parker-Cichosz (1.970 acre tract) common line, a distance of 366.00 feet to a 5/8" capped iron rod set (DeOtte) also being the Southwest corner of a 0.985 acre tract of land deeded to Vincent Cichosz and Mona-Lisa Cichosz and described in Instrument No. 20150909001148930 DRCC;

Thence departing the Parker-Cichosz (1.970 acre tract) common line, North 89d24'31" East along the Parker-Cichosz (0.985 acre tract) common line, a distance of 132.42 feet to a capped iron (DeOtte) set in the west right of way line of McCreary Road (County Highway 245) as described in Instrument No. 20070605000757980, DRCC, the following courses and distances;

South 1d02'16" East, a distance of 3.90 feet to 5/8" capped iron rod set (DeOtte) also being the beginning of a tangent curve to the left having a radius of 902.48 feet and an interior angle of 13d16'31";

Along said curve, a distance of 209.16 feet to a capped iron (DeOtte) set for the beginning of a tangent curve to the right having a radius of 797.48 feet and an interior angle of 13d16'48"; along said curve a distance of 184.84 feet to a capped iron (DeOtte) set;

South 1d01'59" East a distance of 75.45 feet to the Point of Beginning and containing 5.475 acres of land more or less.

NOW THEREFORE, KNOW ALL MEN BY THESE PRESENTS:

That, PARKER STORAGE, LLC, do hereby adopt this plat designating the hereinabove described property as 5453 McCreary Road, in the City of Parker, Collin County, Texas.

WITNESS, my hand, this the ____ day of _____, 2016.

By

Rick Meyer, President
Parker Storage, LLC

STATE OF _____
COUNTY OF _____

BEFORE ME, the undersigned authority, a Notary Public in and for county and state, on this day personally appeared Rick Meyer, known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he executed the same for the purpose and consideration therein expressed.

Given under my hand and seal of office this ____ day of _____, 2016

NOTARY PUBLIC in and for the STATE OF _____

STATE OF TEXAS
COUNTY OF COLLIN

BEFORE ME, the undersigned authority, on this day personally appeared Rick Meyer of PARKER STORAGE, LLC, known to me to be the person and officer whose name is subscribed to the foregoing instrument and acknowledged to me that the same was the act of the said PARKER STORAGE, LLC, and that he executed the same as the act of such limited corporation for the purpose and consideration therein expressed, and in the capacity therein stated.

Given under my hand and seal of office this ____ day of _____, 2016

NOTARY PUBLIC in and for the STATE OF TEXAS

STATE OF TEXAS
COUNTY OF COLLIN

SURVEYOR'S CERTIFICATE

I, James E. DeOtte, Registered Professional Land Surveyor for DeOtte Engineering, Inc., do hereby certify that the plat shown hereon accurately represents the results of an on-the-ground survey made in JULY 2015, under my direction and supervision, and further certify that all corners are as shown thereon, and that said plat has been prepared in accordance with the platting rules and regulations of the City of Parker, Texas.

Given under my hand and seal of office this ____ day of _____, 2016

James E. DeOtte
Registered Professional Land Surveyor
Texas Registration No. 4673

STATE OF TEXAS
COUNTY OF COLLIN

BEFORE ME, the undersigned authority, on this day personally appeared JAMES E. DeOTTE, whose name is subscribed to the foregoing instrument and acknowledged to me that the same was the act of the said JAMES DeOTTE ENGINEERING INC., a Texas Corporation, and that he executed the same as the act of such corporation for the purposes and consideration therein expressed, and in the capacity therein stated.

Given under my hand and seal of office this ____ day of _____, 2016

NOTARY PUBLIC in and for the STATE OF TEXAS

RECOMMENDED FOR APPROVAL

Chairman, Planning and Zoning Commission
City of Parker, Texas

Date

APPROVED AND ACCEPTED

Mayor, City of Parker, Texas

Date

The undersigned, the City Secretary of the City of Parker, hereby certifies that the foregoing FINAL map or plat of PARKER STORAGE ADDITION, LOT 1, BLOCK 1, an Addition to the City of Parker was submitted to the City Council on this ____ day of _____, 2016, and the City Council by formal action then and there accepted the dedication of streets, alleys, easements, and public places, as shown and set forth in and upon said map or plat, and said City Council further authorized the Mayor to note the approval thereof by signing his name herein above subscribed.

WITNESS, my hand, this the ____ day of _____, 2016.

By

Rick Meyer, President

DEVELOPMENT PLAT
LOT 1, BLOCK 1,
PARKER STORAGE ADDITION
3453 McCREARY ROAD
RICHARD SPARKS SURVEY, A-850
City of Parker, Collin County, Texas, as
recorded in Instrument No.
#2014008001099690 D.R.C.C.T.
5.475 acres of land
JUNE, 2016

OWNER
PARKER STORAGE, LLC
14673 Midway Rd. #106
Addison, Texas 75001

I, James E. DeOtte, a Registered Professional Land Surveyor for the State of Texas, do hereby state that the Subdivision plat shown hereon accurately represents the described property, as determined by a survey made on the ground, under my direction and supervision.



Date:

James E. DeOtte
Registered Professional Land Surveyor
Texas Registration No. 4673



James DeOtte Engineering, Inc.
Registration #8917
06/14/2015

THIS DOCUMENT IS FOR INTERIM REVIEW
AND IS NOT INTENDED FOR CONSTRUCTION
OR BIDDING PURPOSES.
JAMES DEOTTE ENGINEERING, INC.
REGISTRATION #8917
BY: James E. DeOtte
Reg. No.: 65840
Date: 06/10/2016

PRELIMINARY. THIS DOCUMENT SHALL NOT BE RECORDED FOR ANY
PURPOSE AND SHALL NOT BE USED OR VIEWED OR RELIED UPON AS A
FINAL SURVEY DOCUMENT.
THIS DOCUMENT WAS PREPARED FOR REVIEW BY VESTED PARTIES.
SURVEYOR: JAMES E. DEOTTE, RPLS 4673
DATED: 6-10-2016



James
DeOtte
Engineering
Inc.

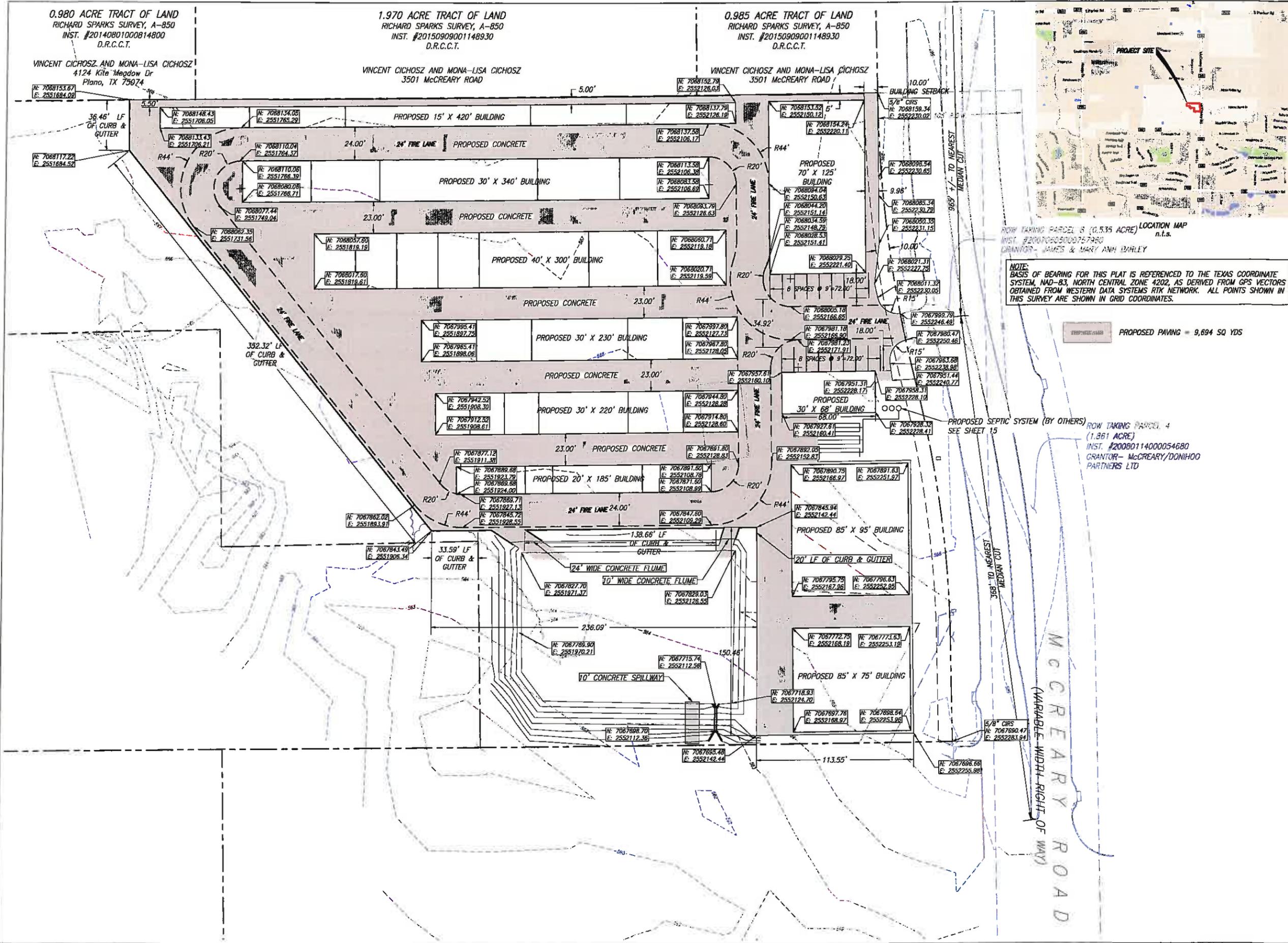
phone 817.446.4877
fax 817.330.0445

2201 Dottle Lynn Parkway Ste. 111 • Fort Worth TX, 76120

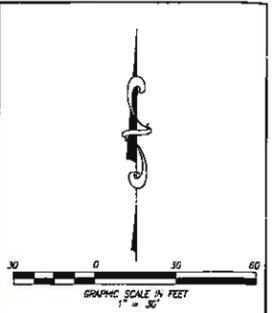
Civil Engineering
Land Surveying
Construction Management
Hydrologic and Hydraulic Modeling
TEPLS Firm Reg. No. 10101400 - T&E Firm Reg. No. 8917
email: JDeOtte@deotte-eng.com

DOCUMENT NO. _____ DATE _____

CASE NO. XX-XXX-XXX



NOTE:
BASIS OF BEARING FOR THIS PLAT IS REFERENCED TO THE TEXAS COORDINATE SYSTEM, NAD-83, NORTH CENTRAL ZONE 4202, AS DERIVED FROM GPS VECTORS OBTAINED FROM WESTERN DATA SYSTEMS RTK NETWORK. ALL POINTS SHOWN IN THIS SURVEY ARE SHOWN IN GRID COORDINATES.



THIS DOCUMENT IS FOR INTERIM REVIEW AND IS NOT INTENDED FOR CONSTRUCTION OR BIDDING PURPOSES.
JAMES DEOTTE ENGINEERING, INC.
REGISTRATION #9517
BY: James E. DeOtte
Reg. No.: 65840
Date: 9/22/16

ENGINEER / SURVEYOR:
James DeOtte Engineering, Inc.
CIVIL ENGINEERING • LAND SURVEYING • CONSTRUCTION MANAGEMENT
2201 Dottie Lynn Pkwy
Suite 119
Fort Worth, Texas 76120
(817)448-8877
TPE Firm Registration No. 8817
TPELPS Firm Registration No. 10101400
Contact: Jim DeOtte

ARCHITECT:

DATE: _____ ISSUE: _____

PROJECT NAME:
**STORAGE FACILITY
COLLIN COUNTY,
TEXAS**

SHEET NAME:
**COORDINATE CONTROL
PLAN**

PROJECT LOCATION & SIZE:
**3453 McCreary Road
Collin County, TX**

CURRENT OWNER:

DESIGN: KMM

CHECKED: JED

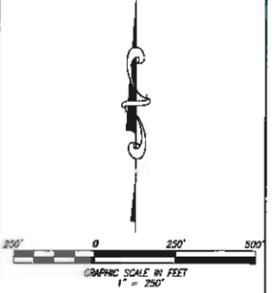
SCALE: AS SHOWN

DATE: 9-20-16

JDEI PROJECT NO: 2014029

SHEET: **4**

Drainage Area (Ac.)	C	Existing Drainage Area Calculations										Description			
		(2)	(5)	(10)	(25)	(50)	(100)	Q(2)	Q(5)	Q(10)	Q(25)		Q(100)		
DA-1	92	0.90	2.90	3.58	4.39	6.09	5.70	6.27	133.40	166.28	201.84	234.14	6.27	288.42	Subdivision to north - drains to detention pond and pipes in McCreary Rd
DA-2	198	0.40	1.82	1.85	2.34	2.71	3.04	3.38	120.38	154.44	185.33	214.63	1.85	268.11	Sheet low to rear of lot
TOTALS									253.78	323.72	387.17	448.77	10.11	556.53	Pre-Development Penoff Flows (increases due to development is being detained)



THIS DOCUMENT IS FOR INTERIM REVIEW AND IS NOT INTENDED FOR CONSTRUCTION OR BIDDING PURPOSES.
 JAMES DEOTTE ENGINEERING, INC.
 REGISTRATION #6917
 BY: James E. DeOtte
 Reg. No.: 65840
 Date: 9/20/16

ENGINEER / SURVEYOR:
James DeOtte Engineering, Inc.
 CIVIL ENGINEERING • LAND SURVEYING • CONSTRUCTION MANAGEMENT
 2201 Dottle Lynn Pkwy
 Suite 119
 Fort Worth, Texas 76120
 (817)446-6877
 TBPE Firm Registration No. 8917
 TBPLS Firm Registration No. 10101400
 Contact: Jim DeOtte

ARCHITECT:

DATE: ISSUE

PROJECT NAME:
**STORAGE FACILITY
 COLLIN COUNTY,
 TEXAS**

SHEET NAME:
**REGIONAL DRAINAGE
 AREA MAP**

PROJECT LOCATION & SIZE:
**3453 McCreary Road
 Collin County, TX**

CURRENT OWNER:

DESIGN: KMM

CHECKED: JED

SCALE: AS SHOWN

DATE: 9-20-16

JDEI PROJECT NO: 2014029

SHEET:

Travel Time Calculations	
DA-1	
Sheet Flow	
$T_c = 1.8(1.1-C)^{0.55}(V/3)$	
C = 0.5 (from subdivision plans)	
D = 100 ft (limit of sheet flow per ISWM)	
S = 1.1 %	
$T_c = 18.48$ min	
Shallow Concentrated Flow	
$T_c = L/60V$	
V = 16.13 ft ³ /s (unpaved)	
S = 0.011 ft/ft	
V = 1.89 fps	
L = 1642 ft	
$T_c = 16.16$ min	
Channelized Flow	
$T_c = L/60V$	
V = 4.75 fps (eq from subdivision plans)	
L = 1617 ft	
$T_c = 6.87$ min	
Total $T_c = 32.31$ min	

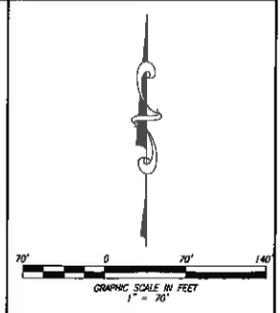
Travel Time Calculations	
DA-2	
Sheet Flow	
$T_c = 1.8(1.1-C)^{0.55}(V/3)$	
C = 0.3 (from subdivision plans)	
D = 100 ft (limit of sheet flow per ISWM)	
S = 0.9 %	
$T_c = 14.81$ min	
Shallow Concentrated Flow	
$T_c = L/60V$	
V = 16.13 ft ³ /s (unpaved)	
S = 0.008 ft/ft	
V = 1.53 fps	
L = 4815 ft	
$T_c = 52.44$ min	
Channelized Flow	
$T_c = L/60V$	
V = 1.81 fps (eq from HEC RAS main channel)	
L = 1766 ft	
$T_c = 16.17$ min	
Total $T_c = 63.63$ min	





Drainage Area	Area (ac.)	C	i(25)	i(100)	Q(25)	Q(100)	Description	
DA-3	3.90	0.40	9.36	11.55	14.60	18.02	Sheet flow from north west of lot	
DA-4	4.05	0.40	9.36	11.55	15.18	18.71	Sheet flow to rear of lot	
TOTALS						29.78	36.73	Pre-Development Runoff Flows

Note: Time of concentration is 10 minutes. Intensities based on NCTCOG ISWM Hydrology Manual



THIS DOCUMENT IS FOR INTERIM REVIEW AND IS NOT INTENDED FOR CONSTRUCTION OR BIDDING PURPOSES.
 JAMES DEOTTE ENGINEERING, INC.
 REGISTRATION #8917
 BY: James E. DeOtte
 Reg. No.: 85840
 Date: 9/20/16

ENGINEER / SURVEYOR:
James DeOtte Engineering, Inc.
 CIVIL ENGINEERING • LAND SURVEYING • CONSTRUCTION MANAGEMENT
 2201 Dottle Lynn Pkwy
 Suite 119
 Fort Worth, Texas 76120
 (817) 448-8877
 TBPE Firm Registration No. 8917
 TBPLS Firm Registration No. 10101400
 Contact: Jim DeOtte

ARCHITECT:

DATE	ISSUE

PROJECT NAME:
**STORAGE FACILITY
 COLLIN COUNTY,
 TEXAS**

SHEET NAME:
**OFF-SITE DRAINAGE
 AREA MAP**

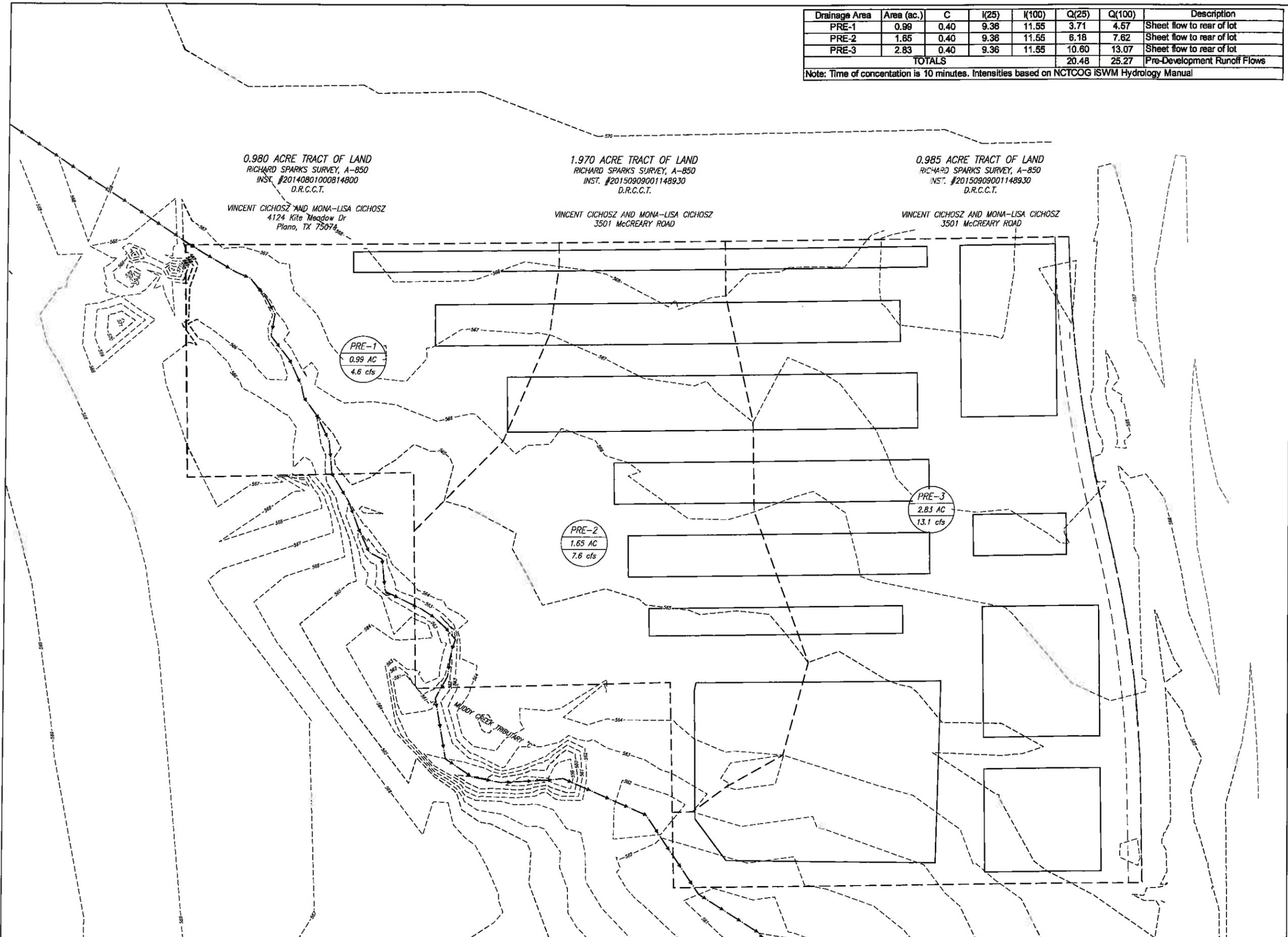
PROJECT LOCATION & SIZE:
**3453 McCreary Road
 Collin County, TX**

CURRENT OWNER:

DESIGN: KMM
 CHECKED: JED
 SCALE: AS SHOWN
 DATE: 9-20-16
 JDEI PROJECT NO: 2014029
 SHEET:

Drainage Area	Area (ac.)	C	I(25)	I(100)	Q(25)	Q(100)	Description
PRE-1	0.99	0.40	9.36	11.55	3.71	4.57	Sheet flow to rear of lot
PRE-2	1.65	0.40	9.36	11.55	6.18	7.62	Sheet flow to rear of lot
PRE-3	2.83	0.40	9.36	11.55	10.60	13.07	Sheet flow to rear of lot
TOTALS					20.48	25.27	Pre-Development Runoff Flows

Note: Time of concentration is 10 minutes. Intensities based on NCTCOG ISWM Hydrology Manual



0.980 ACRE TRACT OF LAND
RICHARD SPARKS SURVEY, A-850
INST. #20140801000814800
D.R.C.C.T.

VINCENT CICHOSZ AND MONA-LISA CICHOSZ
4124 Kite Meadow Dr
Plano, TX 75074

1.970 ACRE TRACT OF LAND
RICHARD SPARKS SURVEY, A-850
INST. #20150909001148930
D.R.C.C.T.

VINCENT CICHOSZ AND MONA-LISA CICHOSZ
3501 McCREARY ROAD

0.985 ACRE TRACT OF LAND
RICHARD SPARKS SURVEY, A-850
INST. #20150909001148930
D.R.C.C.T.

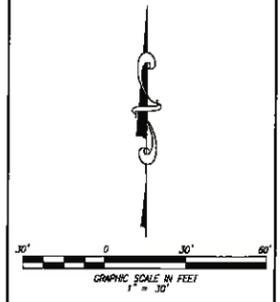
VINCENT CICHOSZ AND MONA-LISA CICHOSZ
3501 McCREARY ROAD

PRE-1
0.99 AC
4.6 cfs

PRE-2
1.65 AC
7.6 cfs

PRE-3
2.83 AC
13.1 cfs

WINDY CREEK TRIBUTARY



THIS DOCUMENT IS FOR INTERIM REVIEW AND IS NOT INTENDED FOR CONSTRUCTION OR BIDDING PURPOSES.
JAMES DEOTTE ENGINEERING, INC.
REGISTRATION #8817
BY: James E. DeOtte
Reg. No.: 65840
Date: 9/20/16

ENGINEER / SURVEYOR:
James DeOtte Engineering Inc.
CIVIL ENGINEERING • LAND SURVEYING • CONSTRUCTION MANAGEMENT
2201 Dottie Lynn Pkwy
Suite 119
Fort Worth, Texas 76120
(817)448-8877
TBPES Firm Registration No. 8817
TBPES Firm Registration No. 10101400
Contact: Jim DeOtte

ARCHITECT:

DATE _____ ISSUE _____

PROJECT NAME:
STORAGE FACILITY
COLLIN COUNTY,
TEXAS

SHEET NAME:
EXISTING DRAINAGE
AREA MAP

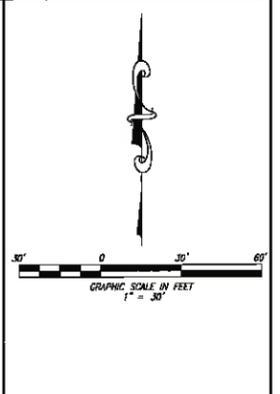
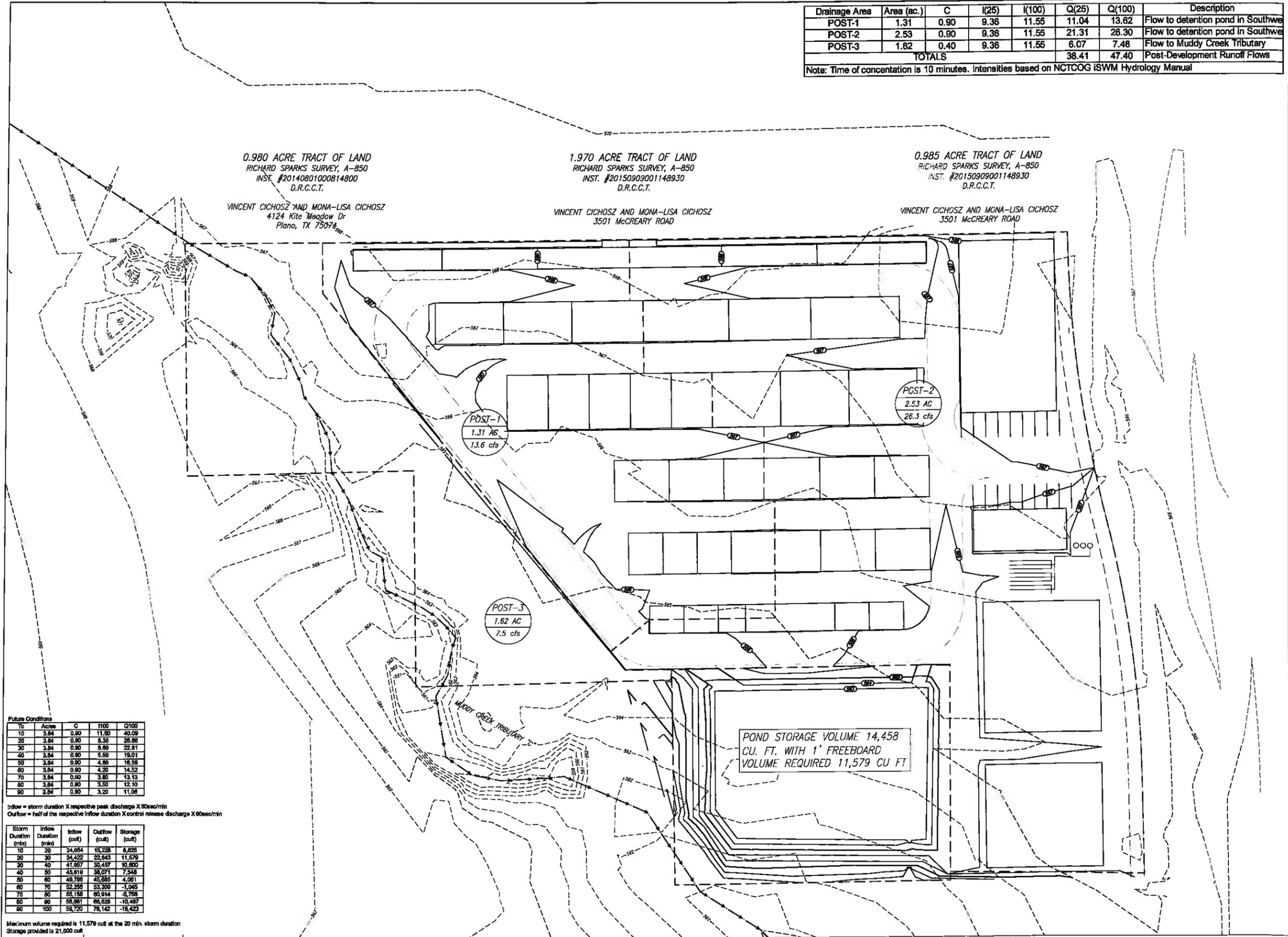
PROJECT LOCATION & SIZE:
3453 McCreary Road
Collin County, TX

CURRENT OWNER:

DESIGN: KMM
CHECKED: JED
SCALE: AS SHOWN
DATE: 9-20-16
JDEI PROJECT NO: 2014029
SHEET:

Drainage Area	Area (ac.)	C	I(25)	I(100)	Q(25)	Q(100)	Description		
POST-1	1.31	0.90	9.36	11.55	11.04	13.62	Flow to detention pond in Southwest		
POST-2	2.53	0.90	9.36	11.55	21.31	26.30	Flow to detention pond in Southwest		
POST-3	1.62	0.40	9.36	11.55	6.07	7.48	Flow to Muddy Creek Tributary		
TOTALS							38.41	47.40	Post-Development Runoff Flows

Note: Time of concentration is 10 minutes. Intensities based on NCTCOG ISWM Hydrology Manual



THIS DOCUMENT IS FOR INTERIM REVIEW AND IS NOT INTENDED FOR CONSTRUCTION OR BIDDING PURPOSES.
 JAMES DEOTTE ENGINEERING, INC.
 REGISTRATION #8917
 BY: James E. DeOtte
 Reg. No.: 65840
 Date: 9/20/16

ENGINEER / SURVEYOR:
James DeOtte Engineering, Inc.
 CIVIL ENGINEERING • LAND SURVEYING • CONSTRUCTION MANAGEMENT
 2201 Dotte Lynn Pkwy
 Suite 118
 Fort Worth, Texas 76120
 (817)446-8877
 TBPE Firm Registration No. 8917
 TBPLS Firm Registration No. 10101400
 Contact: Jim DeOtte

ARCHITECT:

DATE _____ ISSUE _____

PROJECT NAME:
**STORAGE FACILITY
 COLLIN COUNTY,
 TEXAS**

SHEET NAME:
**PROPOSED DRAINAGE
 AREA MAP**

PROJECT LOCATION & SIZE:
**3453 McCreary Road
 Collin County, TX**

CURRENT OWNER:

DESIGN: KMM

CHECKED: JED

SCALE: AS SHOWN

DATE: 9-20-16

JDEI PROJECT NO: 2014029

SHEET: 8

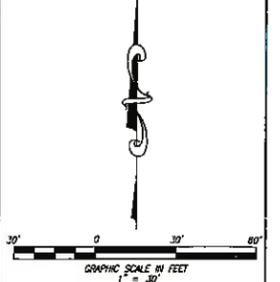
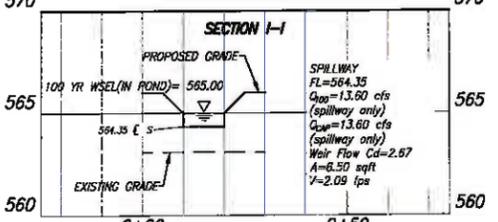
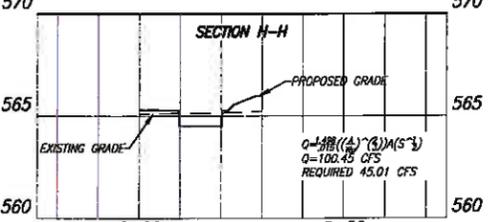
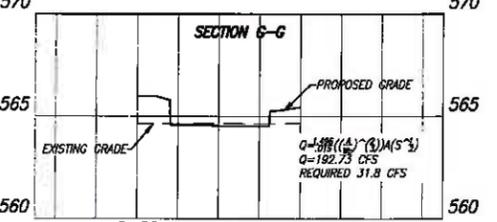
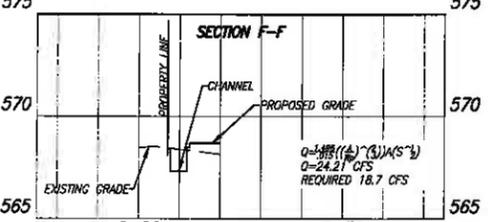
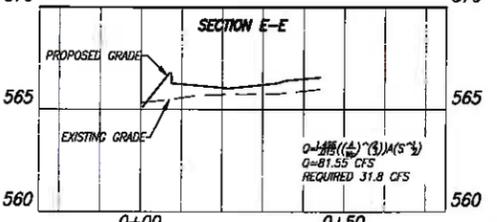
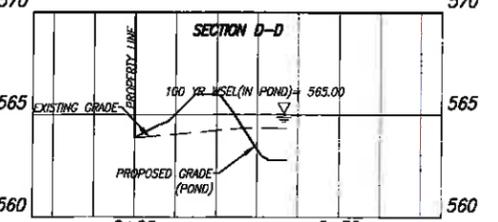
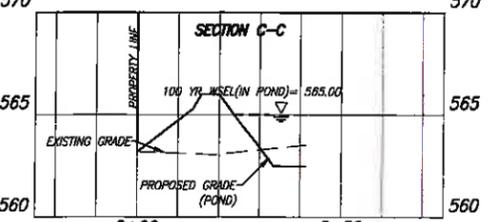
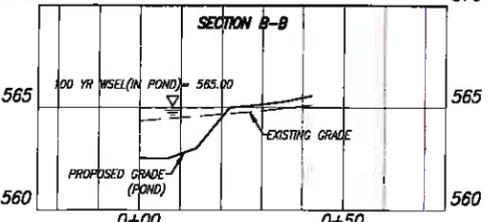
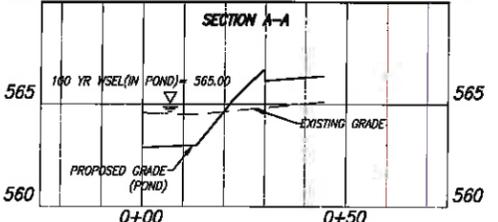
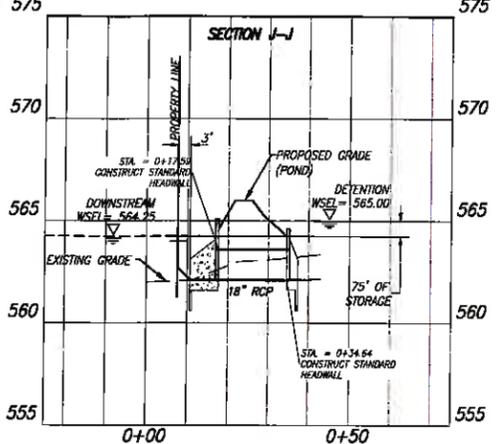
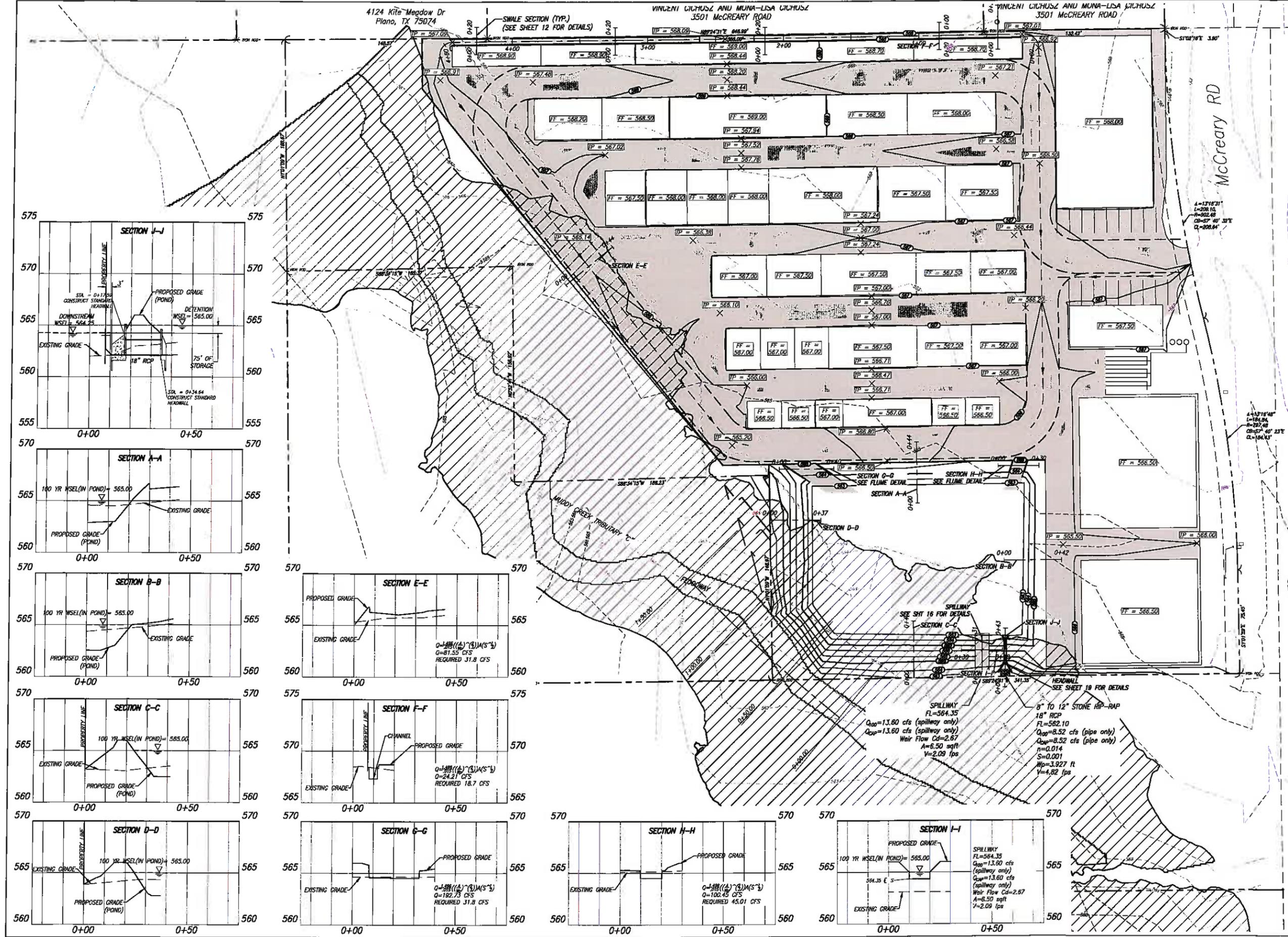
Future Conditions

Tc	Acres	C	I100	Q100
10	3.84	0.90	11.80	40.09
20	3.84	0.90	8.30	26.86
30	3.84	0.90	6.60	22.81
40	3.84	0.90	5.50	19.01
50	3.84	0.90	4.80	16.59
60	3.84	0.90	4.20	14.52
70	3.84	0.90	3.80	13.13
80	3.84	0.90	3.50	12.10
90	3.84	0.90	3.20	11.06

Inflow = storm duration X respective peak discharge X 60sec/min
 Outflow = half of the respective inflow duration X control release discharge X 60sec/min

Storm Duration (min)	Inflow Duration (min)	Inflow (cuf)	Outflow (cuf)	Storage (cuf)
10	20	24,854	15,228	8,826
20	30	34,422	22,043	11,579
30	40	41,057	30,457	10,800
40	50	45,819	38,071	7,548
50	60	48,799	45,685	4,081
60	70	52,255	53,200	-1,045
70	80	55,158	60,914	-5,756
80	90	58,061	68,628	-10,487
90	100	58,720	76,142	-16,423

Maximum volume required is 11,579 out at the 20 min. storm duration
 Storage provided is 21,000 cuf



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 JAMES DEOTTE ENGINEERING, INC.
 REGISTRATION #9917
 BY: James E. DeOtte
 Reg. No.: 6584C
 Date: 9/20/16

ENGINEER / SURVEYOR:
James DeOtte Engineering, Inc.
 CIVIL ENGINEERING • LAND SURVEYING • CONSTRUCTION MANAGEMENT
 2201 Dottle Lynn Pkwy
 Suite 119
 Fort Worth, Texas 76120
 (817) 446-6877
 TBPE Firm Registration No. 8917
 TBPLS Firm Registration No. 10101400
 Contact: Jim DeOtte

ARCHITECT:

DATE: ISSUE:

PROJECT NAME:
**STORAGE FACILITY
 COLLIN COUNTY,
 TEXAS**

SHEET NAME:
GRADING PLAN

PROJECT LOCATION & SIZE:
**3453 McCreary Road
 Collin County, TX**

CURRENT OWNER:

DESIGN: KMM
 CHECKED: JED
 SCALE: AS SHOWN
 DATE: 9-20-16
 JEDI PROJECT NO: 2014029
 SHEET:

Crossing Data - Crossing 1

Crossing Properties

Name:

Parameter	Value	Units
DISCHARGE DATA		
Discharge Spillway	Define...	
Discharge Rate	Define...	
TAILWATER DATA		
Channel Elevation	Enter Constant Tailwater Elev...	
Channel Invert Elevation	562.100	ft
Constant Tailwater Elev.	564.250	ft
View...		
ROADWAY DATA		
Secondary Roadway Elevation	Constant Roadway Elevation	
Right-of-Way Station	0.000	ft
Cross Length	10.000	ft
Cross Elevation	564.350	ft
Roadway Surface	Input Discharge Coefficient	
Wear Coefficient	2.670	(2.5 - 3.0)
Hip Slope	17.100	ft

Help Click on any icon for help on a specific topic

ACP Energy Dissipation Analyze Crossing OK Cancel

Culvert Properties

Add Culvert Duplicate Culvert Delete Culvert

Parameter	Value	Units
CULVERT DATA		
Name	Culvert 1	
Material	Concrete	
Structure	Concrete	
Diameter	1.500	ft
Invert Elevation	0.000	ft
Structure Depth	0.013	ft
Culvert Type	Straight	
Flow Configuration	Square Edge with Headwall	
Flow Direction	No	
SITE DATA		
Structure Invert Option	Culvert Invert Data	
Head Station	0.000	ft
Tail Station	562.130	ft
Culvert Station	30.000	ft
Culvert Elevation	562.100	ft

FHWA's HY-8 Program was utilized to generate flows out of the detention pond. The 18" pipe and spillway combine to discharge 22.13 cfs at the 100-year WSEL of 565.00. Input data and summary elevation-discharge tables are included on this sheet, along with elevation-storage volumes from AutoCAD.

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 JAMES DEOTTE ENGINEERING, INC.
 REGISTRATION #8917
 BY: James E. DeOtte
 Reg. No.: 65840
 Date: 9/20/16

ENGINEER / SURVEYOR:
James DeOtte Engineering, Inc.
 CIVIL ENGINEERING • LAND SURVEYING • CONSTRUCTION MANAGEMENT
 2201 Dottle Lynn Pkwy
 Suite 119
 Fort Worth, Texas 76120
 (817)446-6877
 TBPE Firm Registration No. 8917
 TBPLS Firm Registration No. 10101400
 Contact: Jim DeOtte

ARCHITECT:

DATE: ISSUE

HY-8 Analysis Results

Culvert Summary Table - Culvert 1

Culvert Crossing: Crossing 1

Total Discharge (cfs)	Culvert Discharge (cfs)	Roadway Discharge (cfs)	Inlet Control Depth (ft)	Outlet Control Depth (ft)	Flow Type	Normal Depth (ft)	Critical Depth (ft)	Outlet Depth (ft)	Tailwater Depth (ft)	Outlet Velocity (ft/s)	Tailwater Velocity (ft/s)
1.00	1.00	0.00	0.61	2.13	H-FFI	0.54	0.27	0.63	2.15	0.57	0.00
2.00	2.00	0.00	0.74	2.16	H-FFI	0.63	0.32	0.74	2.18	0.70	0.00
3.00	3.00	0.00	0.86	2.21	H-FFI	0.74	0.38	0.86	2.21	0.83	0.00
4.00	3.74	0.26	1.08	2.28	H-FFI	0.86	0.44	1.08	2.24	0.96	0.00
5.00	4.30	0.70	1.19	2.31	H-FFI	0.97	0.50	1.19	2.43	1.09	0.00
6.00	4.74	1.26	1.28	2.35	H-FFI	1.08	0.56	1.28	2.68	1.22	0.00
7.00	5.14	1.86	1.32	2.39	H-FFI	1.19	0.62	1.32	2.81	1.35	0.00
8.00	5.49	2.51	1.38	2.43	H-FFI	1.30	0.68	1.38	3.11	1.48	0.00
9.00	5.80	3.20	1.43	2.46	H-FFI	1.41	0.74	1.43	3.28	1.61	0.00
10.00	6.08	3.94	1.48	2.50	H-FFI	1.52	0.80	1.48	3.45	1.74	0.00
11.00	6.35	4.72	1.52	2.53	H-FFI	1.63	0.86	1.52	3.58	1.87	0.00
12.00	6.60	5.54	1.57	2.58	H-FFI	1.74	0.92	1.57	3.74	2.00	0.00
13.00	6.84	6.40	1.61	2.60	H-FFI	1.85	0.98	1.61	3.87	2.13	0.00
14.00	7.06	7.29	1.66	2.63	H-FFI	1.96	1.04	1.66	3.99	2.26	0.00
15.00	7.27	8.20	1.69	2.66	H-FFI	2.07	1.10	1.69	4.11	2.39	0.00
16.00	7.47	9.13	1.72	2.69	H-FFI	2.18	1.16	1.72	4.23	2.52	0.00
17.00	7.66	1.01	1.76	2.72	H-FFI	2.29	1.22	1.76	4.33	2.65	0.00
18.00	7.84	1.89	1.79	2.74	H-FFI	2.40	1.28	1.79	4.44	2.78	0.00
19.00	8.01	2.80	1.83	2.77	H-FFI	2.51	1.34	1.83	4.54	2.91	0.00
20.00	8.18	3.72	1.86	2.80	H-FFI	2.62	1.40	1.86	4.63	3.04	0.00
21.00	8.34	4.66	1.90	2.83	H-FFI	2.73	1.46	1.90	4.72	3.17	0.00
22.00	8.50	5.61	1.93	2.85	H-FFI	2.84	1.52	1.93	4.81	3.30	0.00
22.13	8.52	5.64	1.93	2.85	H-FFI	2.85	1.52	1.93	4.82	3.31	0.00

HY-8 Analysis Results

Crossing Summary Table

Culvert Crossing: Crossing 1

Headwater Elevation (ft)	Total Discharge (cfs)	Culvert 1 Discharge (cfs)	Roadway Discharge (cfs)	Remarks
564.26	1.00	1.00	0.00	1
564.29	2.00	2.00	0.00	1
564.34	3.00	3.00	0.00	1
564.39	4.00	3.74	0.26	5
564.44	5.00	4.30	0.70	5
564.48	6.00	4.74	1.26	4
564.52	7.00	5.14	1.86	4
564.56	8.00	5.49	2.51	4
564.58	9.00	5.80	3.20	4
564.63	10.00	6.08	3.92	4
564.66	11.00	6.35	4.65	3
564.69	12.00	6.60	5.40	3
564.73	13.00	6.84	6.16	3
564.76	14.00	7.06	6.94	3
564.79	15.00	7.27	7.71	3
564.82	16.00	7.47	8.48	3
564.85	17.00	7.66	9.33	3
564.87	18.00	7.84	10.15	3
564.90	19.00	8.01	10.98	3
564.93	20.00	8.18	11.81	3
564.96	21.00	8.34	12.65	3
564.98	22.00	8.50	13.48	3
564.99	22.13	8.52	13.80	2
564.95	8.13	8.13	0.00	Overlapping

Elevation-Storage Summary Table

Elevation (ft)	Storage (ac-ft)	Storage (cuft)	Effective Storage (cuft)
562	0.0000	0.0	-29535.2
562.1	0.0003	11.5	-29523.8
562.2	0.0013	57.4	-29477.9
562.3	0.0037	160.6	-29374.6
562.4	0.0079	344.2	-29191.1
562.5	0.0145	631.0	-28904.3
562.6	0.0240	1044.0	-28491.2
562.7	0.0369	1606.1	-27929.1
562.8	0.0543	2364.1	-27171.1
562.9	0.0922	4014.4	-25520.9
563	0.1306	5690.2	-23845.0
563.1	0.1696	7388.3	-22146.9
563.2	0.2091	9108.7	-20426.5
563.3	0.2491	10851.5	-18683.7
563.4	0.2896	12616.9	-16918.4
563.5	0.3307	14404.8	-15130.4
563.6	0.3723	16215.5	-13319.8
563.7	0.4143	18048.9	-11486.3
563.8	0.4570	19905.2	-9630.0
563.9	0.5001	21784.6	-7750.6
564	0.5438	23687.2	-5848.1
564.1	0.5880	25613.0	-3922.2
564.2	0.6327	27562.4	-1972.9
564.3	0.6780	29535.2	0.0
564.4	0.7239	31531.8	1996.5
564.5	0.7702	33552.1	4016.9
564.6	0.8172	35596.3	6061.1
564.7	0.8647	37664.5	8129.3
564.8	0.9127	39756.9	10221.6
564.9	0.9613	41873.3	12338.1
565	1.0099	43993.2	14458.0

*storage ineffective below this elevation due to backwater from creek @ 564.25

*req'd = 11,579 cuft

PROJECT NAME:
**STORAGE FACILITY
 COLLIN COUNTY,
 TEXAS**

SHEET NAME:
POND OUTLET SUMMARY

PROJECT LOCATION & SIZE:
**3453 McCreary Road
 Collin County, TX**

CURRENT OWNER:

DESIGN: KMM

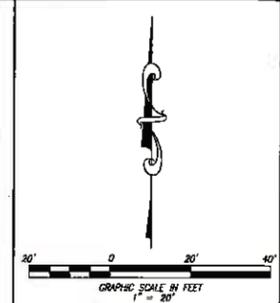
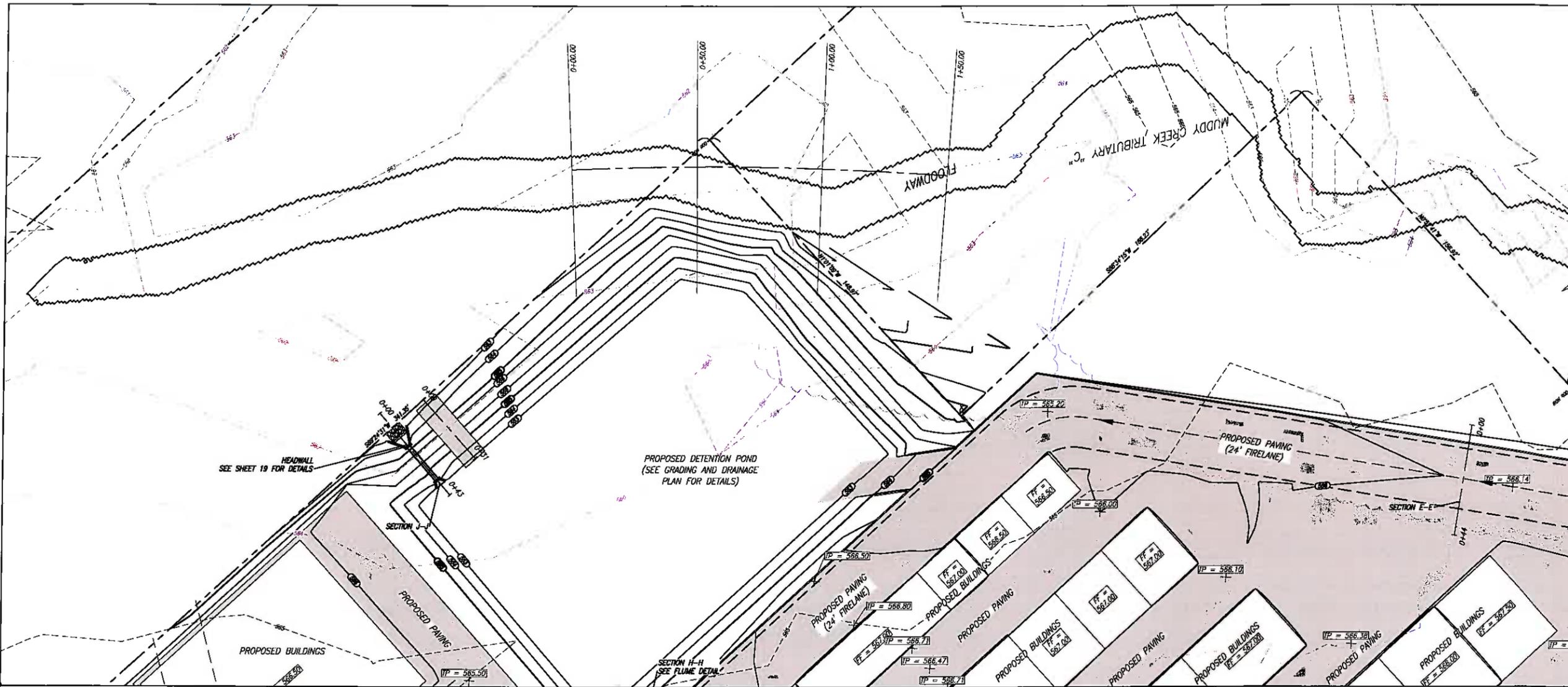
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SCALE: AS SHOWN

DATE: 9-20-16

JDEI PROJECT NO: 2014029

SHEET:

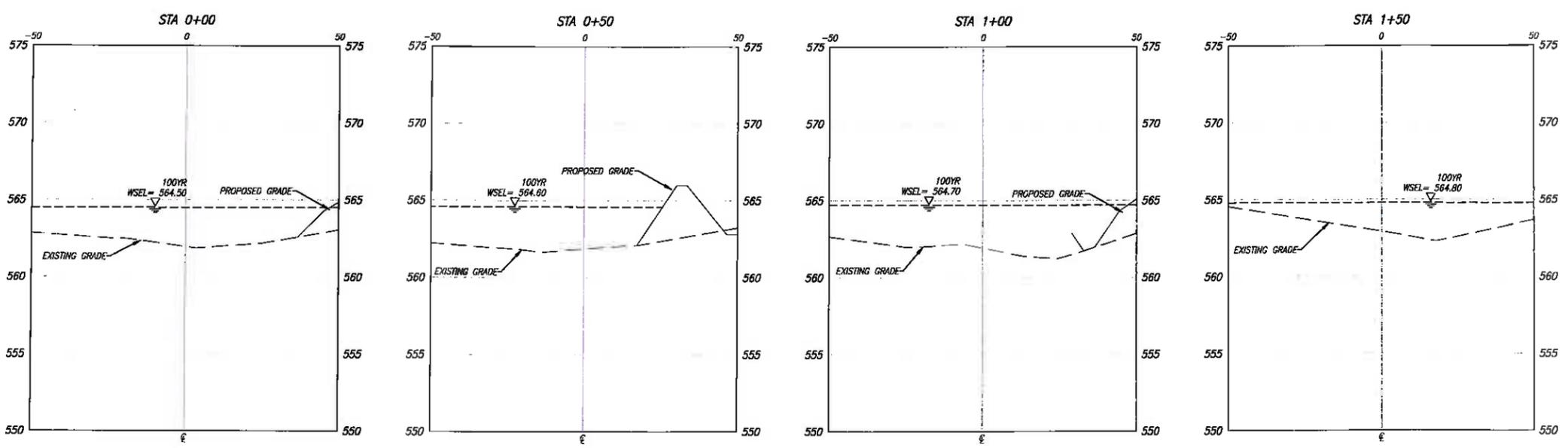


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OR BIDDING PURPOSES.
JAMES DEOTTE ENGINEERING, INC.
REGISTRATION #8917
BY: James E. DeOtte
Reg. No.: 63540
Date: 9/20/16

ENGINEER / SURVEYOR:
James DeOtte Engineering, Inc.
CIVIL ENGINEERING • LAND SURVEYING • CONSTRUCTION MANAGEMENT
2201 Dottle Lynn Pkwy
Suite 119
Fort Worth, Texas 76120
(817)448-5877
TBPE Firm Registration No. 8917
TBPLS Firm Registration No. 10101400
Contact: Jim DeOtte

ARCHITECT:

DATE _____ ISSUE _____



PROJECT NAME:
**STORAGE FACILITY
COLLIN COUNTY,
TEXAS**

SHEET NAME:
**TRIBUTARY CROSS
SECTIONS**

PROJECT LOCATION & SIZE:
**3453 McCreary Road
Collin County, TX**

CURRENT OWNER:

DESIGN: KMM
CHECKED: JED
SCALE: AS SHOWN
DATE: 9-20-16
JDEI PROJECT NO: 2014029
SHEET: **11**

RICHARD SPARKS SURVEY, A-850
INST. #20140801000814800
D.R.C.C.T.

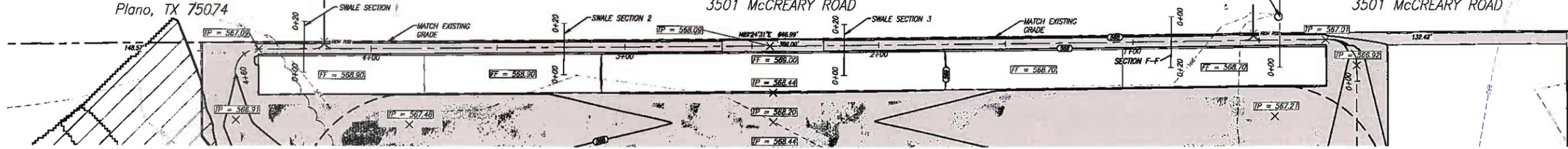
RICHARD SPARKS SURVEY, A-850
INST. #2015090001148930
D.R.C.C.T.

RICHARD SPARKS SURVEY, A-850
INST. #2015090001148930
D.R.C.C.T.

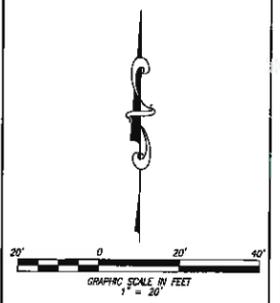
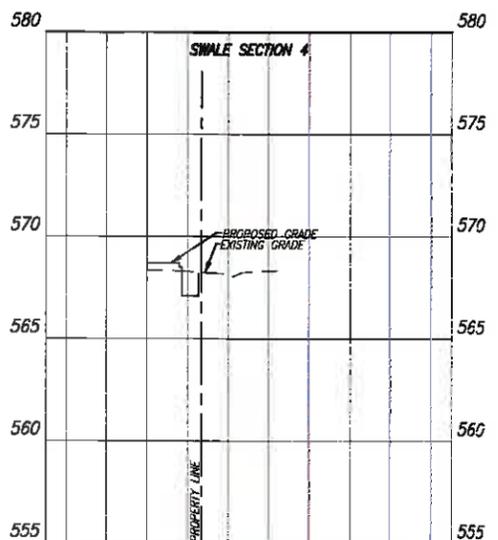
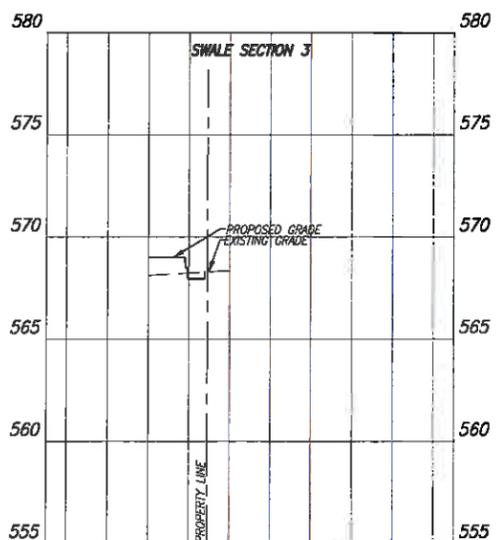
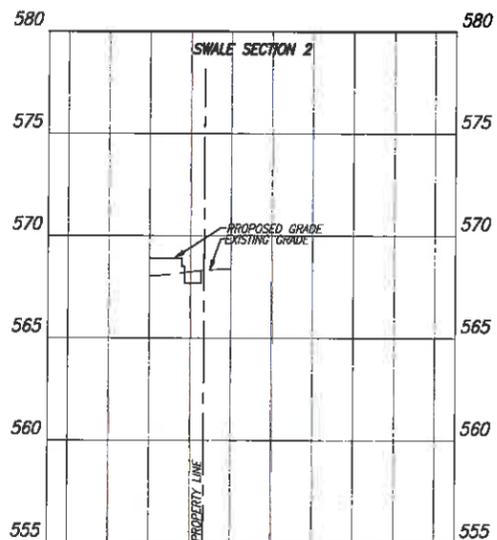
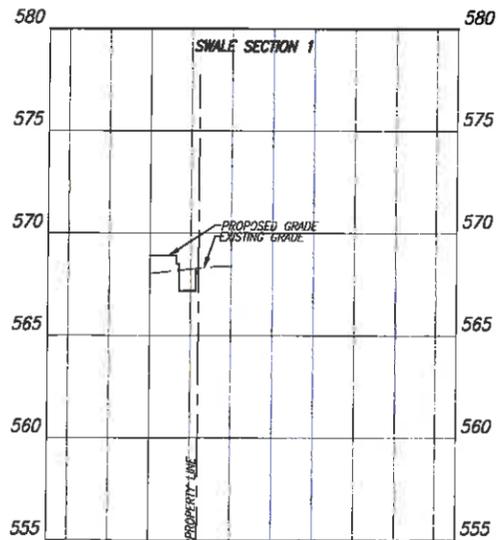
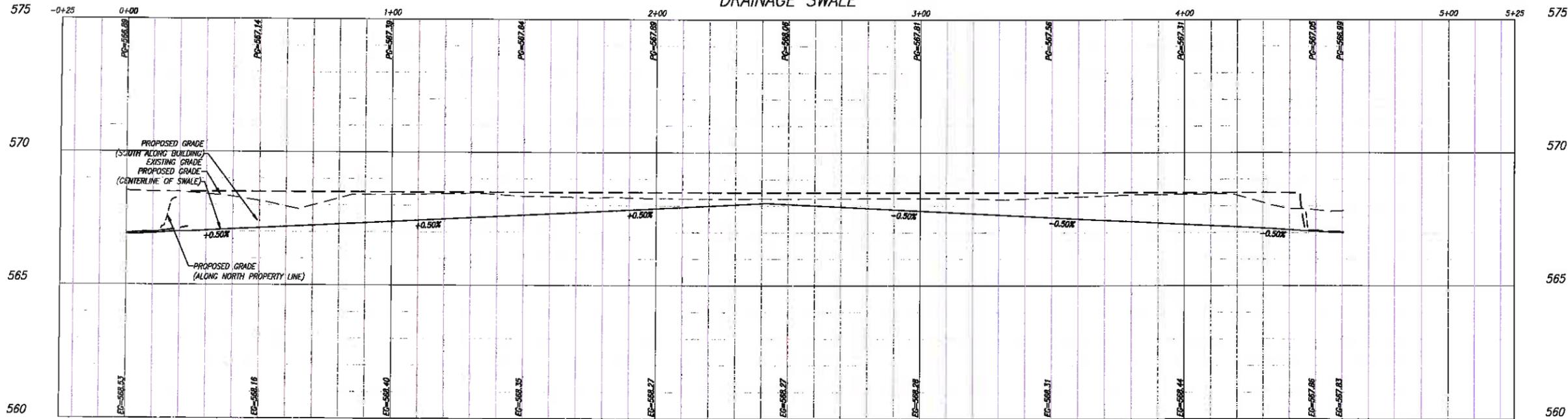
VINCENT CICHOSZ AND MONA-LISA CICHOSZ
4124 Kite Meadow Dr
Plano, TX 75074

VINCENT CICHOSZ AND MONA-LISA CICHOSZ
3501 McCREARY ROAD

VINCENT CICHOSZ AND MONA-LISA CICHOSZ
3501 McCREARY ROAD



DRAINAGE SWALE



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JAMES DEOTTE ENGINEERING, INC.
REGISTRATION #8917
BY: James E. DeOtte
Reg. No.: 65840
Date: 9/20/16

ENGINEER / SURVEYOR:
James DeOtte Engineering, Inc.
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2201 Dottle Lynn Pkwy
Suite 118
Fort Worth, Texas 78120
(817)448-8877
TBPE Firm Registration No. 8917
TBPLS Firm Registration No. 10101400
Contact: Jim DeOtte

ARCHITECT:

DATE: ISSUE:

PROJECT NAME:
STORAGE FACILITY
COLLIN COUNTY,
TEXAS

SHEET NAME:
SWALE PLAN AND
PROFILE

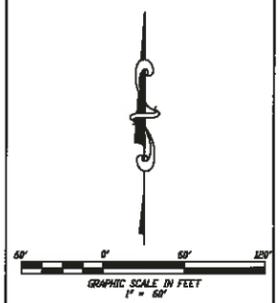
PROJECT LOCATION & SIZE:
3453 McCreary Road
Collin County, TX

CURRENT OWNER:

DESIGN: KMM
CHECKED: JED
SCALE: AS SHOWN
DATE: 9-20-16

JDEI PROJECT NO: 2014029

SHEET:
12



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 JAMES DEOTTE ENGINEERING, INC.
 REGISTRATION #8917
 BY: James E. DeOtte
 Reg. No.: 65840
 Date: 9/20/16

ENGINEER / SURVEYOR:
James DeOtte Engineering, Inc.
 CIVIL ENGINEERING • LAND SURVEYING • CONSTRUCTION MANAGEMENT
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 Suite 119
 Fort Worth, Texas 76120
 (817) 448-6877
 TBPE Firm Registration No. 8917
 TBPLS Firm Registration No. 10101400
 Contact: Jim DeOtte

ARCHITECT:

DATE _____ ISSUE _____

PROJECT NAME:
**STORAGE FACILITY
 COLLIN COUNTY,
 TEXAS**

SHEET NAME:
**EXISTING
 FLOODPLAIN**

PROJECT LOCATION & SIZE:
**3453 McCreary Road
 Collin County, TX**

CURRENT OWNER:

DESIGN: KMM

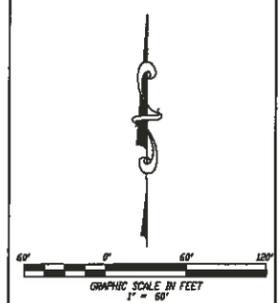
CHECKED: JED

SCALE: AS SHOWN

DATE: 9-20-16

JDEI PROJECT NO: 2014029

SHEET: **13**



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 JAMES DEOTTE ENGINEERING, INC.
 REGISTRATION #8917
 BY: James E. DeOtte
 Reg. No.: 85840
 Date: 9/20/16

ENGINEER / SURVEYOR:
James DeOtte Engineering, Inc.
 C.E., ENGINEERING & LAND SURVEYING & CONSTRUCTION MANAGEMENT
 2201 Dottle Lynn Pkwy
 Suite 118
 Fort Worth, Texas 76120
 (817) 448-9877
 TBPE Firm Registration No. 8917
 TBPLS Firm Registration No. 10101400
 Contact: Jim DeOtte

ARCHITECT:

DATE: _____ ISSUE: _____

PROJECT NAME:
**STORAGE FACILITY
 COLLIN COUNTY,
 TEXAS**

SHEET NAME:
**PROPOSED
 FLOODPLAIN**

PROJECT LOCATION & SIZE:
**3453 McCreary Road
 Collin County, TX**

CURRENT OWNER:

DESIGN: KMM

CHECKED: JED

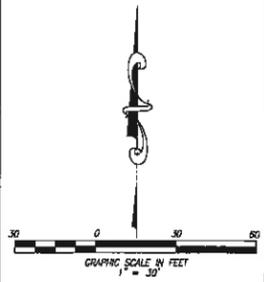
SCALE: AS SHOWN

DATE: 9-20-16

JDEI PROJECT NO: 2014029

SHEET:
14

COLLIN COUNTY FIRE MARSHALL DOES NOT REQUIRE ANY ADDITIONAL FIRE HYDRANTS



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 JAMES DEOTTE ENGINEERING, INC.
 REGISTRATION #8917
 BY: James E. DeOtte
 Reg. No.: 65840
 Date: 9/20/15

ENGINEER / SURVEYOR:
James DeOtte Engineering, Inc.
 CIVIL ENGINEERING • LAND SURVEYING • CONSTRUCTION MANAGEMENT
 2201 Dottle Lynn Pkwy
 Suite 119
 Fort Worth, Texas 76120
 (817) 446-8877
 TBPE Firm Registration No. 8917
 TBPLS Firm Registration No. 10101400
 Contact: Jim DeOtte

ARCHITECT:

DATE: _____ ISSUE: _____

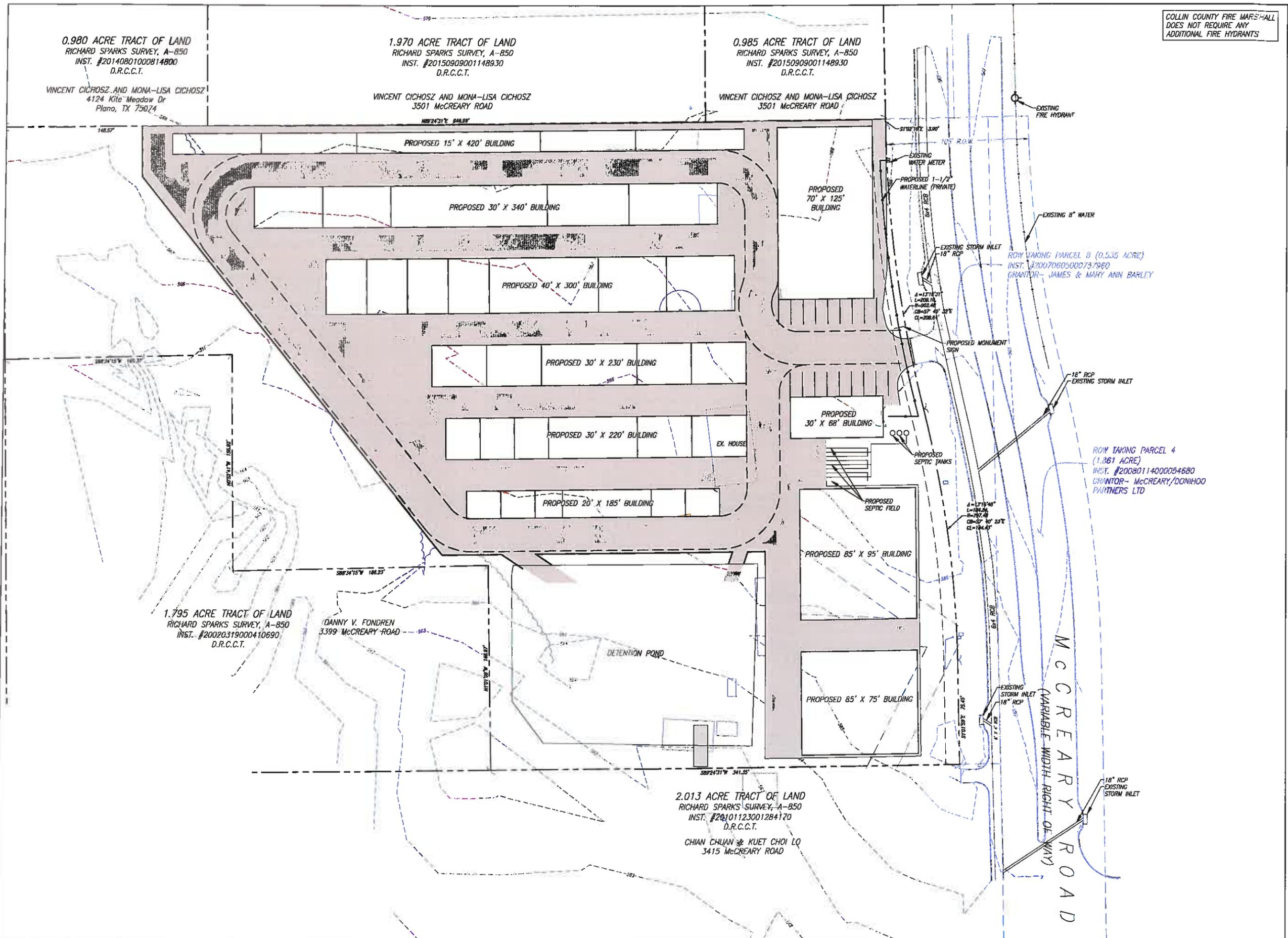
PROJECT NAME:
**STORAGE FACILITY
 COLLIN COUNTY,
 TEXAS**

SHEET NAME:
UTILITY PLAN

PROJECT LOCATION & SIZE:
**3453 McCreary Road
 Collin County, TX**

CURRENT OWNER:

DESIGN: KMM
 CHECKED: JED
 SCALE: AS SHOWN
 DATE: 9-20-16
 JDEI PROJECT NO: 2014029
 SHEET:



0.980 ACRE TRACT OF LAND
 RICHARD SPARKS SURVEY, A-850
 INST. #20140801000814800
 D.R.C.C.T.
 VINCENT CICHOSZ AND MONA-LISA CICHOSZ
 4124 Kite Meadow Dr
 Plano, TX 75074

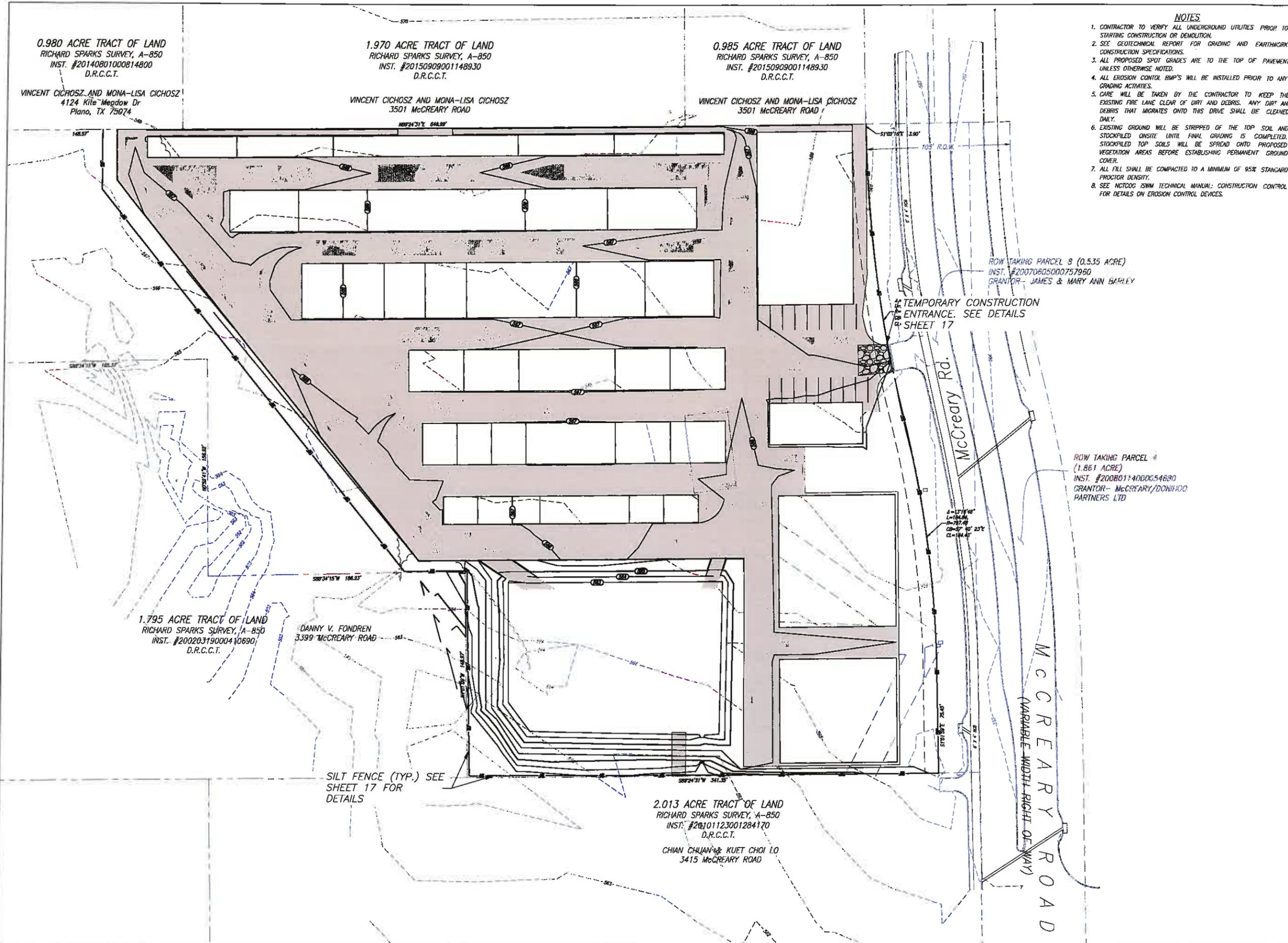
1.970 ACRE TRACT OF LAND
 RICHARD SPARKS SURVEY, A-850
 INST. #20150909001148930
 D.R.C.C.T.
 VINCENT CICHOSZ AND MONA-LISA CICHOSZ
 3501 McCREARY ROAD

0.985 ACRE TRACT OF LAND
 RICHARD SPARKS SURVEY, A-850
 INST. #20150909001148930
 D.R.C.C.T.
 VINCENT CICHOSZ AND MONA-LISA CICHOSZ
 3501 McCREARY ROAD

1.795 ACRE TRACT OF LAND
 RICHARD SPARKS SURVEY, A-850
 INST. #20020319000410690
 D.R.C.C.T.
 DANNY V. FONDREN
 3399 McCREARY ROAD

2.013 ACRE TRACT OF LAND
 RICHARD SPARKS SURVEY, A-850
 INST. #20101123001284170
 D.R.C.C.T.
 CHIAN CHUAN & KUET CHOI LO
 3415 McCREARY ROAD

McCREARY ROAD
 (VARIABLE WIDTH RIGHT OF WAY)



0.980 ACRE TRACT OF LAND
RICHARD SPARKS SURVEY, A-850
INST. #20140801000814800
D.R.C.C.T.

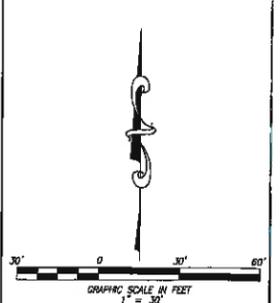
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INST. #20150909001148930
D.R.C.C.T.

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RICHARD SPARKS SURVEY, A-850
INST. #20150909001148930
D.R.C.C.T.

1.795 ACRE TRACT OF LAND
RICHARD SPARKS SURVEY, A-850
INST. #20020319000410690
D.R.C.C.T.

2.013 ACRE TRACT OF LAND
RICHARD SPARKS SURVEY, A-850
INST. #20101123001284170
D.R.C.C.T.

- NOTES**
1. CONTRACTOR TO VERIFY ALL UNDERGROUND UTILITIES PRIOR TO STARTING CONSTRUCTION OR DEMOLITION.
 2. SEE GEOTECHNICAL REPORT FOR GRADING AND EARTHWORK CONSTRUCTION SPECIFICATIONS.
 3. ALL PROPOSED SPOT GRADES ARE TO THE TOP OF PAVEMENT UNLESS OTHERWISE NOTED.
 4. ALL EROSION CONTROL BMP'S WILL BE INSTALLED PRIOR TO ANY GRADING ACTIVITIES.
 5. CARE WILL BE TAKEN BY THE CONTRACTOR TO KEEP THE EXISTING FIRE LANE CLEAR OF DIRT AND DEBRIS. ANY DIRT AND DEBRIS THAT MIGRATES ONTO THIS DRIVE SHALL BE CLEANED DAILY.
 6. EXISTING GROUND WILL BE STRIPPED OF THE TOP SOIL AND STOCKPILED ONSITE UNTIL FINAL GRADING IS COMPLETED. STOCKPILED TOP SOILS WILL BE SPREAD ONTO PROPOSED VEGETATION AREAS BEFORE ESTABLISHING PERMANENT GROUND COVER.
 7. ALL FILL SHALL BE COMPACTED TO A MINIMUM OF 95% STANDARD PROCTOR DENSITY.
 8. SEE MTCOG ISWM TECHNICAL MANUAL: CONSTRUCTION CONTROL FOR DETAILS ON EROSION CONTROL DEVICES.



THIS DOCUMENT IS FOR INTERIM REVIEW AND IS NOT INTENDED FOR CONSTRUCTION OR BIDDING PURPOSES.
JAMES DEOTTE ENGINEERING, INC.
REGISTRATION #8917
BY: James E. DeOtte
Reg. No.: 65840
Date: 9/20/16

ENGINEER / SURVEYOR:
James DeOtte Engineering, Inc.
CIVIL ENGINEER • LAND SURVEYOR • CONSTRUCTION MANAGEMENT
2201 Dottle Lynn Pkwy
Suite 119
Fort Worth, Texas 76120
(817)448-6877
TBPE Firm Registration No. 8917
TBPLS Firm Registration No. 10101400
Contact: Jim DeOtte

ARCHITECT:

DATE: ISSUE:

PROJECT NAME:
**STORAGE FACILITY
COLLIN COUNTY,
TEXAS**

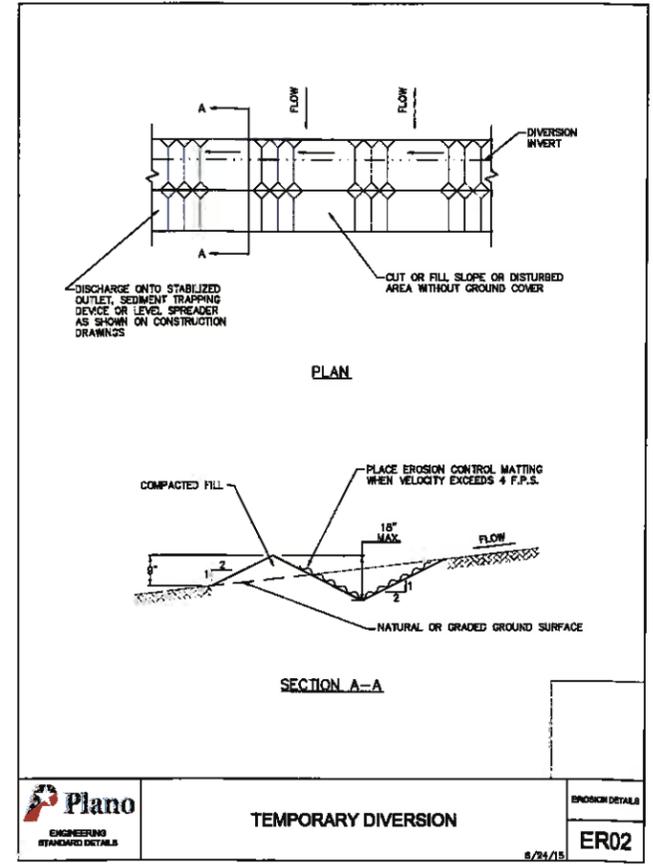
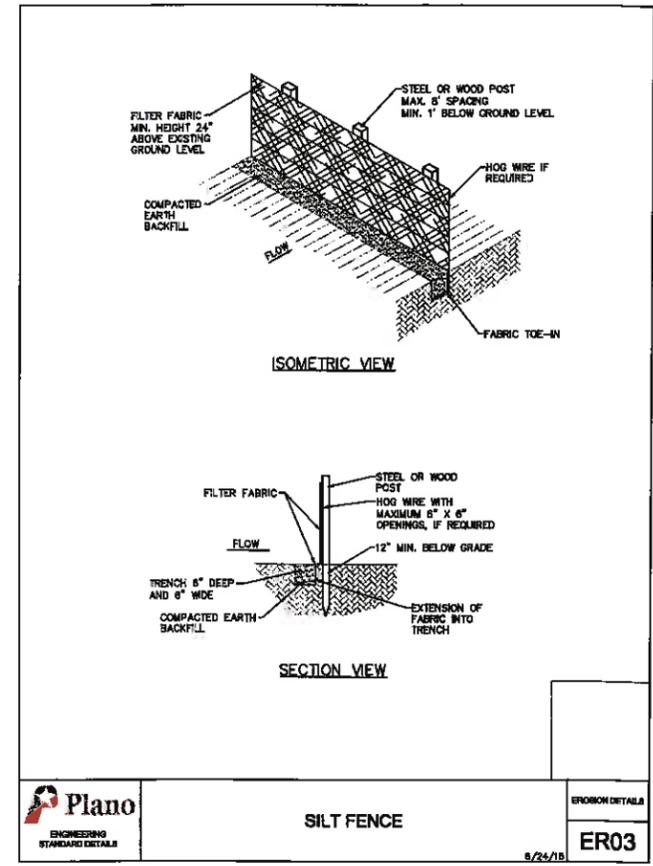
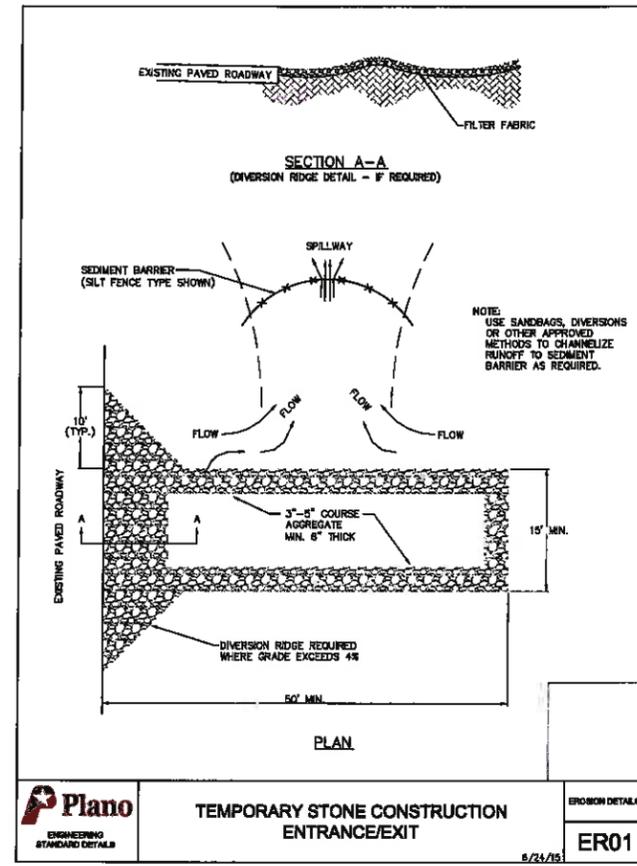
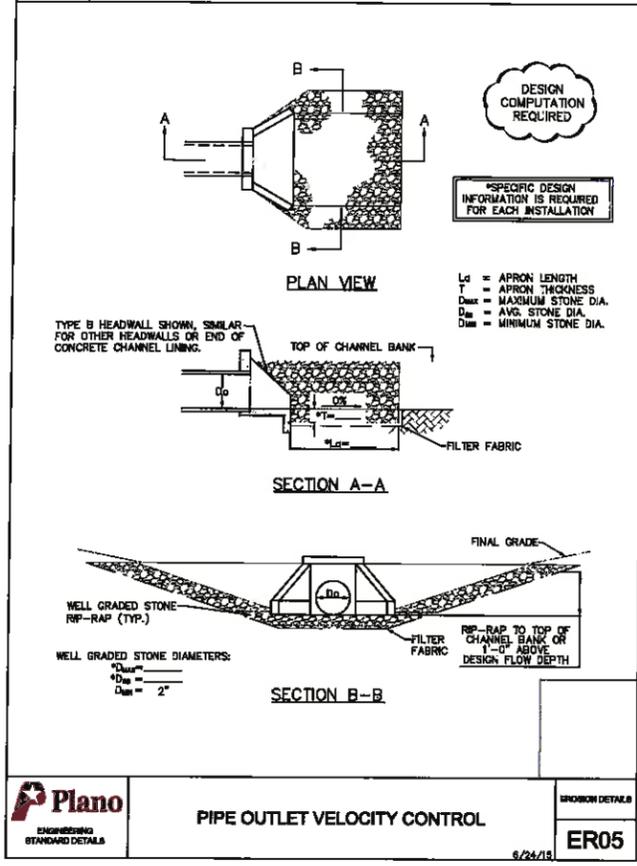
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**EROSION CONTROL
PLAN**

PROJECT LOCATION & SIZE:
**3453 McCreary Road
Collin County, TX**

CURRENT OWNER:

DESIGN: KMM
CHECKED: JED
SCALE: AS SHOWN
DATE: 9-20-16
JDEI PROJECT NO: 2014029

SHEET:
16



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JAMES DEOTTE ENGINEERING, INC.
REGISTRATION #8917

BY: James E. DeOtte
Reg. No.: 65840
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Suite 119
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(817)448-6877
TBPE Firm Registration No. 8917
TBPLS Firm Registration No. 10101400
Contact: Jim DeOtte

ARCHITECT:

DATE: _____ ISSUE: _____

PROJECT NAME:
**STORAGE FACILITY
COLLIN COUNTY,
TEXAS**

SHEET NAME:
**EROSION CONTROL
DETAILS**

PROJECT LOCATION & SIZE:
**3453 McCreary Road
Collin County, TX**

CURRENT OWNER:

DESIGN: KMM

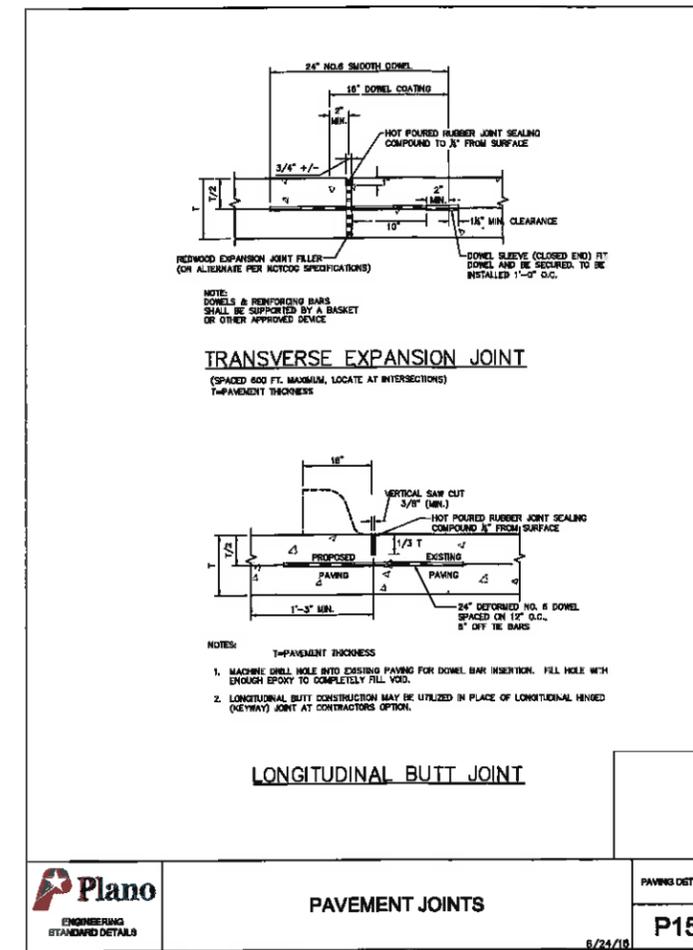
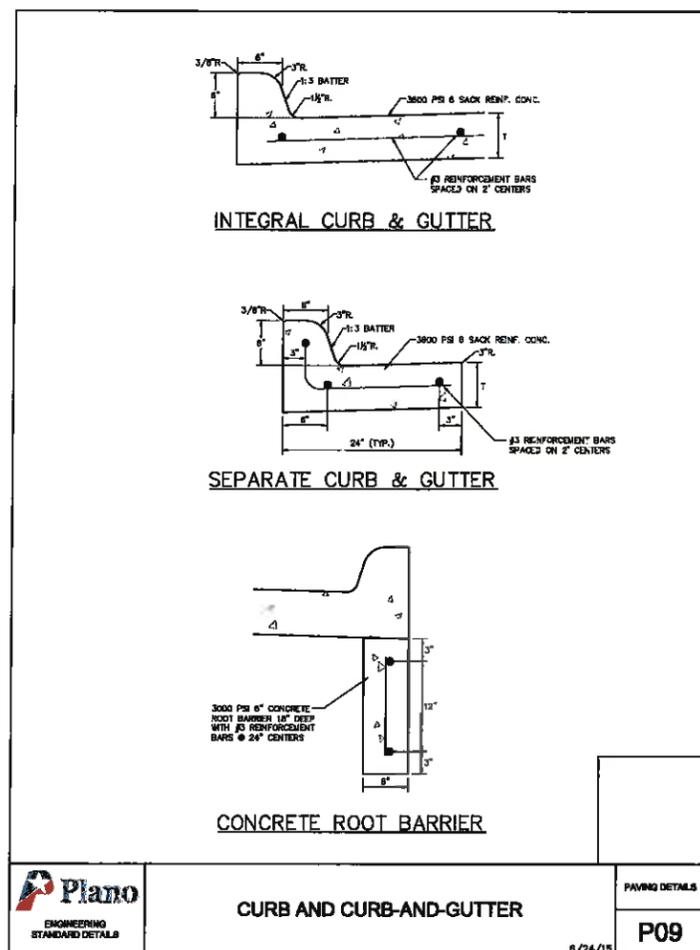
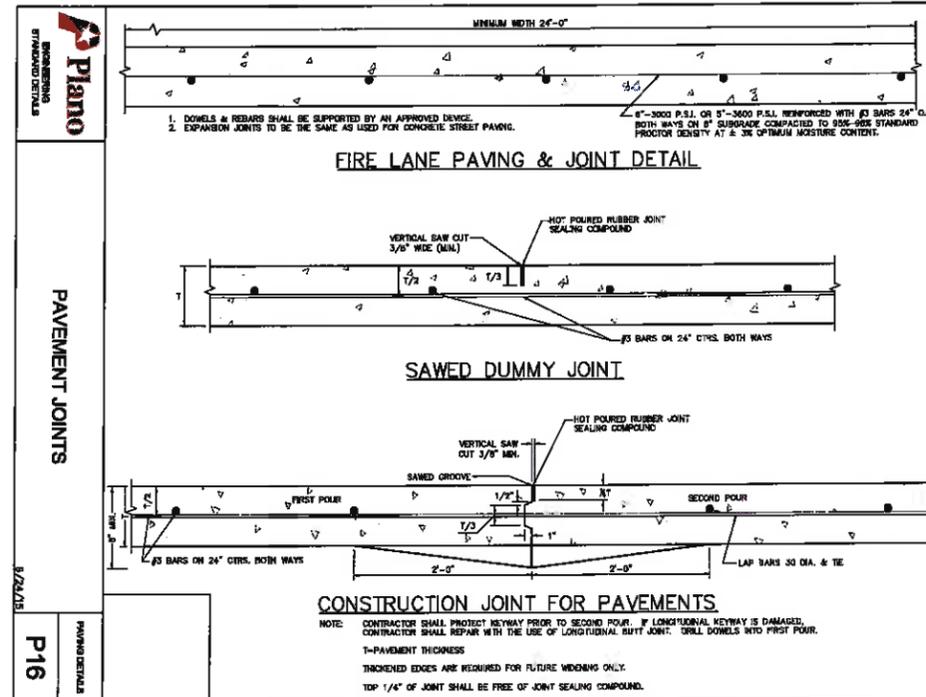
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SCALE: AS SHOWN

DATE: 9-20-16

JDEI PROJECT NO: 2014G29

SHEET: **17**



THIS DOCUMENT IS FOR INTERIM REVIEW AND IS NOT INTENDED FOR CONSTRUCTION OR BIDDING PURPOSES.
JAMES DEOTTE ENGINEERING, INC.
REGISTRATION #9517
BY: James E. DeOtte
Reg. No.: 65840
Date: 9/20/16

ENGINEER / SURVEYOR:
James DeOtte Engineering, Inc.
CIVIL ENGINEER • LAND ENGINEER • CONSTRUCTION MANAGER
2201 Dotlie Lynn Pkwy
Suite 119
Fort Worth, Texas 76120
(817)446-6877
TBE Firm Registration No. 8917
TBEPLS Firm Registration No. 10101400
Contact: Jim DeOtte

ARCHITECT:

DATE: ISSUE:

PROJECT NAME:
**STORAGE FACILITY
COLLIN COUNTY,
TEXAS**

SHEET NAME:
STANDARD DETAILS 1

PROJECT LOCATION & SIZE:
**3453 McCreary Road
Collin County, TX**

CURRENT OWNER:

DESIGN: KMM

CHECKED: JED

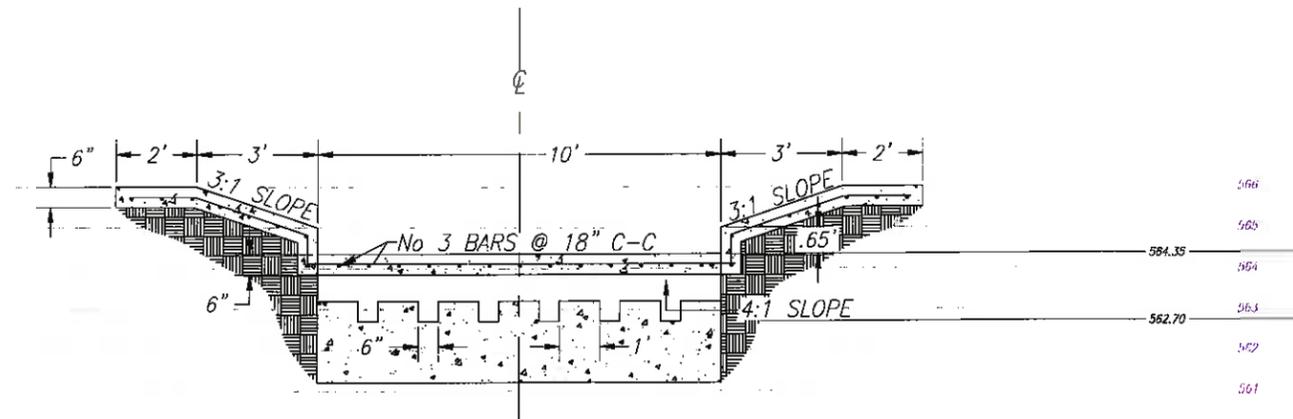
SCALE: AS SHOWN

DATE: 9-20-16

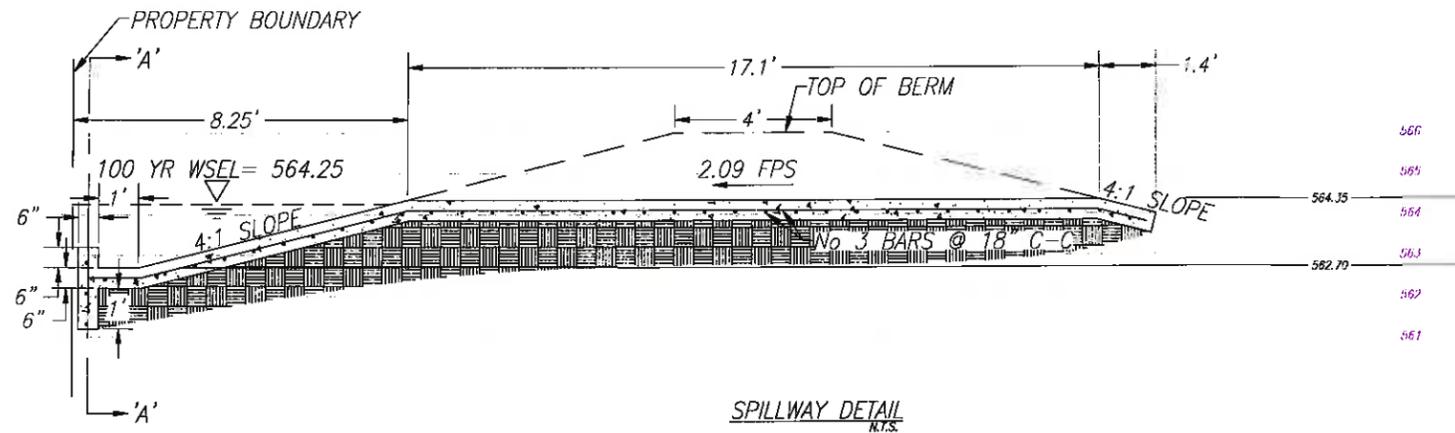
JDEI PROJECT NO: 2014029

SHEET:

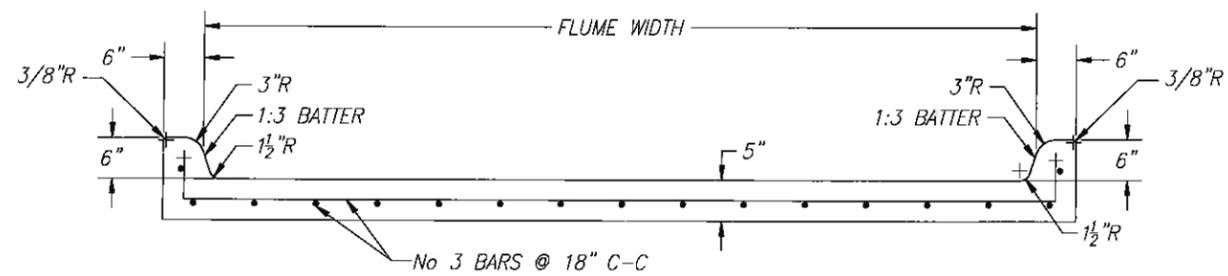
18



SPILLWAY SECTION 'A-A'



SPILLWAY DETAIL
N.T.S.



CONCRETE FLUME DETAIL
N.T.S.

THIS DOCUMENT IS FOR INTERIM REVIEW AND IS NOT INTENDED FOR CONSTRUCTION OR BIDDING PURPOSES.
 JAMES DEOTTE ENGINEERING, INC.
 REGISTRATION #8917
 BY: James E. DeOtte
 Reg. No.: 89940
 Date: 9/20/16

ENGINEER / SURVEYOR:
James DeOtte Engineering, Inc.
 CIVIL ENGINEERING • LAND SURVEYING • CONSTRUCTION MANAGEMENT
 2201 Dottle Lyon Pkwy
 Suite 119
 Fort Worth, Texas 76120
 (817)446-8877
 TBPE Firm Registration No. 8817
 TBPLS Firm Registration No. 10101400
 Contact: Jim DeOtte

ARCHITECT:

DATE	ISSUE

PROJECT NAME:
 STORAGE FACILITY
 COLLIN COUNTY,
 TEXAS

SHEET NAME:
 STANDARD DETAILS 2

PROJECT LOCATION & SIZE:
 3453 McCreary Road
 Collin County, TX

CURRENT OWNER:

DESIGN: KMM

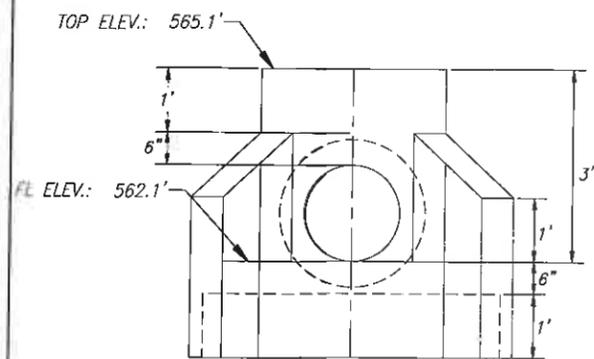
CHECKED: JED

SCALE: AS SHOWN

DATE: 9-20-16

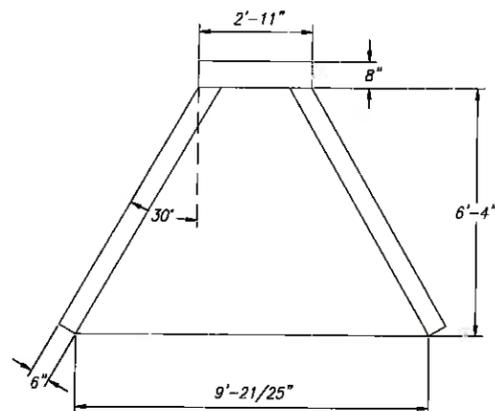
JDEI PROJECT NO: 2014029

SHEET:



HEADWALL ELEVATION TYPE DETAIL
N.T.S.

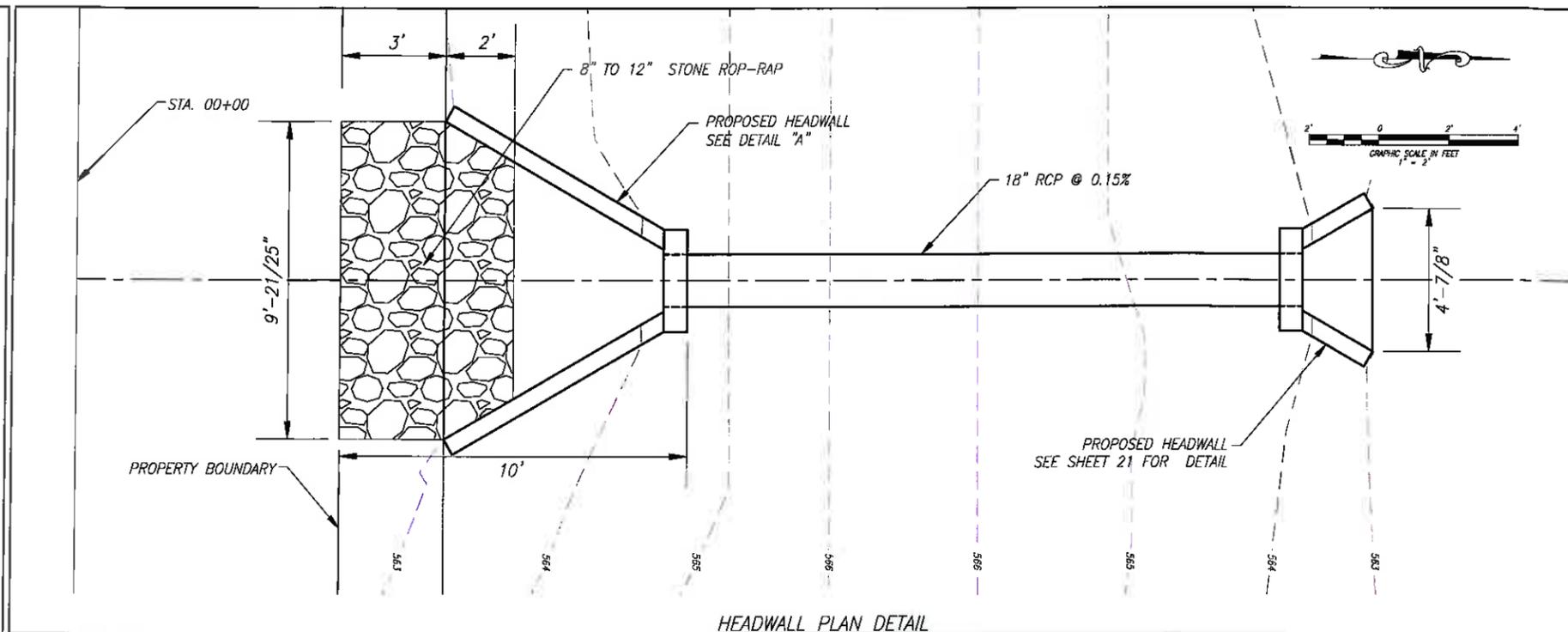
Reference-TxDOT Details: CONCRETE HEADWALLS FOR PIPE CULVERTS
12 TO 72 INCHES IN DIAMETER (CH-11)



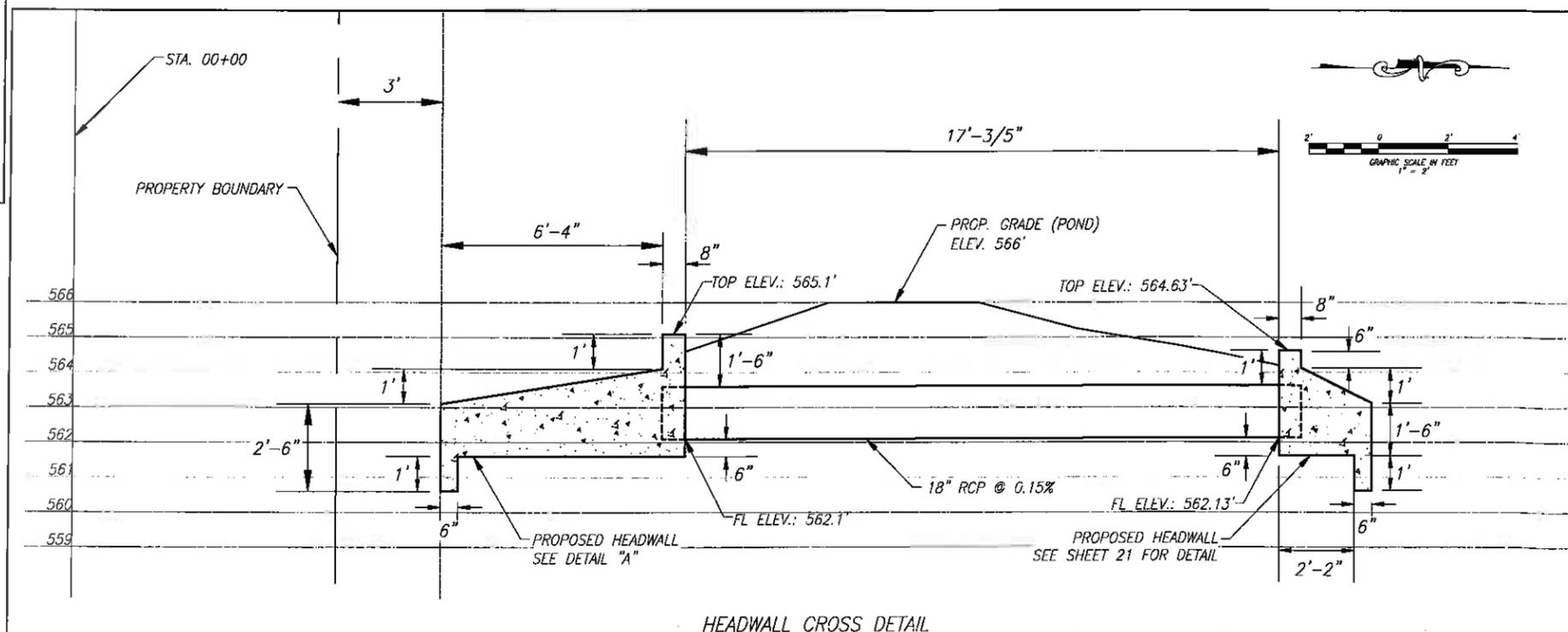
HEADWALL PLAN TYPE DETAIL
N.T.S.

Reference-TxDOT Details: CONCRETE HEADWALLS FOR PIPE CULVERTS
12 TO 72 INCHES IN DIAMETER (CH-11)

DETAIL "A"



HEADWALL PLAN DETAIL



HEADWALL CROSS DETAIL

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JAMES DEOTTE ENGINEERING, INC.
REGISTRATION #8917
BY: James E. DeOtte
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Suite 119
Fort Worth, Texas 76120
(817) 446-8877
TBPB Firm Registration No. 8817
TBPLS Firm Registration No. 10101400
Contact: Jim DeOtte

ARCHITECT:

DATE: ISSUE:

PROJECT NAME:
**STORAGE FACILITY
COLLIN COUNTY,
TEXAS**

SHEET NAME:
STANDARD DETAILS 3

PROJECT LOCATION & SIZE:
**3453 McCreary Road
Collin County, TX**

CURRENT OWNER:

DESIGN: KMM
CHECKED: JED
SCALE: AS SHOWN
DATE: 9-20-16
JDEI PROJECT NO: 2014029
SHEET:

MINUTES
PLANNING AND ZONING COMMISSION MEETING
 July 14, 2016

CALL TO ORDER – Roll Call and Determination of a Quorum

The Planning and Zoning (P&Z) Commission met on the above date. Chairperson Wright called the meeting to order at 7:02 p.m. and noted there were a few commissioners not in attendance tonight. Chairperson Wright asked Alternate Two David Leamy and Alternate Three JR Douglas to be voting members. They agreed.

Commissioners Present:			
✓	Chairperson Wright		Alternate Cassavechia
✓	Commissioner Lozano		✓ Alternate Leamy
✓	Commissioner Jeang		✓ Alternate Douglas
	Commissioner Raney		
	Commissioner Sutaria		
Staff/Others Present:			
✓	City Administrator Flanigan		✓ City Attorney Shepherd
✓	City Secretary Scott Grey		

PLEDGE OF ALLEGIANCE

The pledges were recited.

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

No comments.

INDIVIDUAL CONSIDERATION ITEMS

1. **CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON PARKER STORAGE FACILITY DEVELOPMENT PLAT AND PRELIMINARY ENGINEERING PLANS. (EXHIBIT – PARKER STORAGE FACILITY PRELIMINARY PLAT AND PRELIMINARY ENGINEERING PLANS)**

Chairman Wright asked for a brief update. Mr. City Administrator Flanigan stated the Commissioners received letters from Birkhoff, Hendricks & Carter, LLP Professional Engineers, Craig Kerkhoff, P.E. and Joe Carter, P.E. and Certified Floodplain Manager (C.F.M), reviewing the latest version of the plans. On January 6, 2016, the P & Z Commission tabled the Parker Storage Facility Development Plat and Preliminary Engineering Plans, until additional engineering could be completed as required. Mr. Flanigan said he was not an engineer, so he invited Craig Kerkhoff, P. E. to answer questions and/or give a brief summary of the plans. Chairman Wright asked Mr. Kerkhoff to summarize. Mr. Kerkhoff stated the plans were reviewed three (3) times and they met with them. Progress had been made, although there were still some outstanding items. As City Administrator Flanigan mentioned, there were two (2) letters, one from him, dated June 24, 2016, two (2) pages with fifteen (15) comments, regarding the engineering plans and the other from Joe R. Carter, P.E., C.F.M. , dated June 23, 2016, four (4) pages with comments regarding the Floodplain Study. Mr. Kerkhoff said again, there has been progress and the problems can be addressed within the concept they have. After discussion, Commissioner Leamy moved to table the request, until all the engineering concerns were addressed. The motion failed for lack of a second. City Attorney Shepherd said P&Z Commission had two (2) options, 1) to deny, or 2) recommend approval to City Council, subject to meeting the requirements of both Birkhoff, Hendricks & Carter, LLP Professional Engineers letters.

MOTION: Commissioner Leamy moved to forward the item to City Council with a recommendation for approval, subject to meeting the requirements of both letters. Commissioner Jeang seconded with Commissioners Wright, Lozano, Jeang, Leamy, Douglas voting for the motion. Motion carried 5-0.

ROUTINE ITEMS

2. **FUTURE AGENDA ITEMS**

Chairman Wright asked if there were any items to be added to the future agenda. City Administrator Flanigan noted a Specific Use Permit to allow for an attached accessory dwelling could possibly be on the next agenda. There were no additional comments.

3. **ADJOURN**

Chairperson Wright adjourned the meeting at 7:32 p.m.

Minutes Approved on _____ day of _____, 2016.

Chairperson Wright

Attest:

Commission Secretary Raney

Prepared by City Secretary Patti Scott Grey

Exhibit(s):

- A - Parker Storage Facility Preliminary Plat and Preliminary Engineering Plans**

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

11910 Greenville Ave., Suite 600

Dallas, Texas 75243

Phone (214) 361-7900

www.bhcllp.com

JOHN W. BIRKHOFF, P.E.
GARY C. HENDRICKS, P.E.
JOE R. CARTER, P.E.
MATT HICKEY, P.E.
ANDREW MATA, JR., P.E.
JOSEPH T. GRAJEWSKI, III, P.E.
DEREK B. CHANEY, P.E.
CRAIG M. KERKHOFF, P.E.

August 2, 2016

Mr. Jeff Flanigan
City Administrator
City of Parker
5700 E. Parker Rd.
Parker, Texas 75002

Re: Parker Storage Facility
Development Plat & Preliminary Engineering Plans

Dear Mr. Flanigan:

As requested, we have reviewed the Development Plat and Engineering Plans for the Parker Storage Facility, dated July 15, 2016. We received these plans from DeOtte Engineering on July 22, 2016.

Our review of the Development Plat and Engineering Plans is for general compliance with the City of Parker's development requirements and good engineering practice, and does not relieve the Engineer of record of his responsibilities under the Texas Engineering Practice Act and Texas Surveyor's Act. Listed below are the comments regarding the enclosed plans:

Engineering Plan Comments

1. Flood study under separate review letter.
2. Show adjacent contours to the north on the grading plan and how this site ties in but does not adversely affect that tract. The adjacent contours are shown on the regional drainage area map but not the grading plan. It is unclear how the northern tract will drain as the on-site area receiving the off-site flow is extremely flat. Also, label the contour elevations on the drainage area maps and grading plan.
3. Show grading from the proposed outfall pipe into the Muddy Creek channel.
4. Fire lane paving shall utilize NCTCOG Class "C" requirements with a minimum strength of 3,600 psi.
5. Fire hydrants are not shown on the utility plan.
6. 1-foot freeboard above the 100-year WSEL is required within the detention pond with an additional foot of freeboard (2-feet total) to the FFE of any structure. As shown, the 100-year WSEL will be at the edge of the pavement where the flumes are shown.
7. Manning's roughness coefficient for RCP is 0.013.
8. Revise the spillway calculations provided as the top width is shown as narrower than the crest.

Mr. Jeff Flanigan
City of Parker
August 2, 2016
Page 2 of 2

The plans provided for our review have been marked-up to represent the comments above and are enclosed with this letter. We are available to discuss this project and our review comments further at your convenience.

Sincerely,



Craig M. Kerkhoff, P.E., C.F.M.

Enclosures

BIRKHOFF, HENDRICKS & CARTER, L.L.P.

PROFESSIONAL ENGINEERS

TEXAS FIRM 526

11910 Greenville Avenue, Suite 600

Dallas, Texas 75243

Fax (214) 461-8390

Phone (214) 361-7900

MEMORANDUM

To: Jeff Flanigan
From: Joe R. Carter, P.E., C.F.M. (#64008) & (#1698-09N)
Date: August 2, 2016
Subject: Storage Facility Flood Study – Fifth Review



Comments from the meeting held on January 13, 2016 are shown with an arrow bullet point. Comments from the third review are shown in italic type. Comments that were adequately addressed in the fourth submittal have been removed. Comments, questions and recommendations from the second review are shown in regular font with a solid circle bullet point followed by the response with an open circle bullet point. Comments, questions and recommendations from the third review are shown in regular font with a solid square bullet point. Responses from the third submittal are shown with an open square bullet point. Comments and recommendations from the fourth review are shown with a solid diamond bullet point and in italic type. Responses to the fourth review are shown with an open diamond bullet point. Any outstanding comments from this review are shown in bold italic type.

1. (Previously 2.) The drawing includes a line labeled “Limits of inundation for 100-year flows” and a squiggly line labeled “Limits of inundation for 100-year flows with 0.5’ rise”. The drawing also includes what appears to be a number of cross sections that are probably part of a water surface profile model.

We recommend using the term “100-year Floodplain” instead of “Limits of inundation for 100-year flows”. We assume this is the “Pre-Project” “100-year Floodplain”, it would be useful to add that label.

- During the meeting on January 13, 2016 the engineer stated that they did not want to use the term “100-year Floodplain”. BHC explained that the City of Parker Ordinance may define this as floodplain.
 - The map still shows the line labeled as “Limits of inundation for 100-year flows” but the City of Parker Ordinance 155.010 Definitions, defines a Floodplain as “Any land area susceptible to being inundated by water from the base flood.” It also defines the base flood as a 100-year storm.
 - The response letter states that the floodway and floodplain are now labeled appropriately. The response letter also states that on-site detention is being provided to mitigate increased runoff from the storage facility and the owner is preparing legal documents for adjacent property owners to agree with water surface rise.
 - What is the actual anticipated rise from this development? A post-project model revising the existing model to show the proposed fill from this development is required to determine the base flood elevation increases from this development.

- The response states that the site was redesigned to remove all buildings from the floodplain and provide 1-foot of freeboard and that there is no longer a rise in the base flood (100-year) elevations due to revised paving and lower Manning's "n" value. The response also states a WSEL Table was added as an attachment.
 - ◆ *Refer to comments related to the models under comment 3 below.*
 - ◆ *Has the on-site detention taken into consideration how it fills and empties as the channel fills and empties during the 100-year event? Will the timing cause the detention pond to overtop?*
 - ◇ The response states that the volume available in the detention pond above the 100-year water surface elevation is greater than the required volume and therefore the backwater from the creek will not affect the detention storage.
 - ✓ We do not take exception to this response if this was coordinated.
- 2. We cannot evaluate the water surface elevations or limits shown on the drawing without the input/output reports from the water surface elevation models. We recommend using the HEC-RAS computer model. We recommend the HEC-RAS model reports be printed in landscape format with small margins (0.4") and small font to eliminate text wrapping on the summary tables. We recommend the reports include Standard Summary Tables and summaries of contraction/expansion coefficients, Manning's "n" values and reach lengths to aid in the review of these variables.
- BHC specifically requested that the HEC-RAS models be run based on both the 180 cfs and the 480 cfs flows for comparison.
 - The HEC-RAS model information provided shows that a flow of 480 cfs was used downstream of the culvert and 180 cfs was used upstream of the culvert. This was not what was requested.
 - The response letter states that with the new drainage calculations the engineer does not feel that the 480 cfs model would provide useful data.
 - *We do not object to including an existing conditions and a post-project conditions model using the calculated runoff after the revisions recommended under "1" above have been addressed.*
 - The response states that a post project model was created to compare with the current effective model.
 - ◆ *There is no "current effective model" that would be a model that existed and was accepted before this study was initiated. This should be referred to as the existing conditions model or the pre-project model.*
 - ◇ There was no specific response to this comment but the models appear to be called existing and proposed.
 - ✓ We take no exception.

- Please submit future input/output reports in a similar format to the attached example. Reports should include Standard Summary Tables and summaries of contraction/expansion coefficients, Manning's "n" values and reach lengths even though they are not included in the example.
- The response is that HEC-RAS reports with requested summaries are included.
 - ◆ *The existing conditions model uses a Manning's "n" value of 0.125 for the channel and the overbank areas throughout the entire studied reach. This Manning's "n" value is probably too high. The normal maximum Manning's "n" value for a Minor Natural Stream with an irregular channel, with pools and meanders and weeds with dense willows on the banks is 0.090. The high "n" value results in higher existing water surface elevations.*
 - ◇ The response states that the Manning's "n" value was changed to 0.090 in the existing conditions model.
 - *We were not retained to participate in the design process and were not recommending using an "n" value of 0.090 in the channel and overbanks for this study. We were providing a description of an extreme example. The engineer of record should visit the site and determine the appropriate "n" values for both the channel and the overbank areas specific to this studied reach. The engineer should not be performing this type of work if they are not capable making a reasonable determination of the "n" values.*
 - ◆ *The proposed model uses a Manning's "n" value of 0.013 on the left overbank. This "n" value is for smooth concrete and the normal "n" value for concrete is 0.015. It appears the "n" value of 0.013 is applied not only in the paved area but all the way to the top of bank and it appears the paved area is short of the top of bank station. Using the lower "n" value in areas where it does not apply will result in lower proposed water surface elevations.*
 - ◇ The response states that the "n" value for concrete pavement was revised to 0.015 and applied to the top of curb along the west side of the project.
 - *The plan view showing the section locations was not included with this submittal, but it appears the left overbank "n" value of 0.015 applies to a new valley gutter that has been extended from the buildings from Section 1546.1 (upstream) to Section 1049.06 (downstream). This valley gutter could possibly be available for valley storage but does not appear to be effective for channel flow.*

- *Please include cross section plots for both existing and proposed conditions.*
 - The revised submittal does not include requested cross sections for both models.
 - ◆ *It is important that these be provided. It is possible and permissible to show both the existing cross section and the proposed cross section ground lines and water surface elevations on one plot; however, they must be clearly differentiated using dissimilar colors or line types. The cross sections will show where the “n” values apply and can help visualize where fill is being placed.*
 - ◇ The response states that cross section plots for each section are included with the report. The response adds that the HEC-RAS program kept generating errors so multiple plots superimposed could not be provided.
 - ✓ It is not a requirement to superimpose the existing and proposed sections but it makes them easier to review and see the changes.
 - It is not clear if there is a preproject model and a post project model to compare the impact of the proposed project. If the 0.5’ rise model is the post project model it should be clearly labeled as such. Providing cross section plots for each model would also help to illustrate existing and proposed conditions.
 - The response letter states that the model is a pre-project, current effective model and on-site detention is proposed to mitigate increased runoff from the site.
 - *A post-project model revising the existing model to show the proposed fill from this development is required to determine the base flood elevation increases from this development.*
 - The response states that a post project model was created to compare with the current effective model.
 - ◆ *Refer to previous comments regarding the existing and proposed models.*
 - ◇ There was no specific response to this comment.
3. (Previous comment 5) Normally no rise is allowed in the 100-year water surface elevation since no adverse impact on properties upstream or downstream is allowed.
 - There is insufficient information provided with this submittal to determine what if any water surface elevation increases may result from this project.
 - The response letter includes a statement from the January 13 meeting that any rises in water surface elevation may be acceptable with affected owner permission.
 - *This is not quite an accurate statement. What was said was that any increase in the base flood elevation must be approved by all impacted property owners. No rise exceeding 1-foot is permitted and we do not have a post-project model revising the existing model to show the proposed fill from this development to determine the base flood elevation increases from this development.*

- The response states that the site has been redesigned to remove all buildings from the floodplain and provide 1-foot of freeboard and that there is no longer a rise in the base flood (100-year) elevations due to revised paving and lower Manning's "n" value. The response also states a WSEL Table was added as an attachment.
 - ◆ *Please address the comments regarding the "n" values used in the existing and proposed models as these may impact the existing and proposed water surface elevations.*
 - ◇ *There was no specific response to this comment. The revised summary that follows the profile plots does show several sections now have a slight rise in water surface elevation between Section 1000.69 to Section 1189.11. This may be considered as an adverse impact.*

We recommend the City of Parker Floodplain Administrator deny approval of this Floodplain Map until all the comments and recommendations contained in this memorandum and any from necessary subsequent reviews are resolved to the City of Parker's satisfaction.



Council Agenda Item

Item 12
C'Sec Use Only

Budget Account Code:	Meeting Date: October 18, 2016
Budgeted Amount:	Department/ Requestor: City Council
Fund Balance-before expenditure:	Prepared by: City Administrator Flanigan
Estimated Cost:	Date Prepared: September 28, 2016
Exhibits:	<ol style="list-style-type: none"> 1. Proposed Resolution 2. Professional Engineering Services Agreement

AGENDA SUBJECT

CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON RESOLUTION NO. 2016-525 AN ENGINEERING SERVICE AGREEMENT ON PARKER ROAD WATER LINE RELOCATION. [FLANIGAN]

SUMMARY

On July 20, 2016, City Council approved Resolution No. 2016-513, authorizing the Mayor and/or the Mayor Pro Tem to execute an Interlocal agreement with Collin County for funding of the relocation of water utilities along FM 2514 (Parker Road) from FM 2551 to FM 1378.

It was discovered that the Interlocal agreement (ILA) needed corrections and/or clarification by the City Attorney. Subject to corrections, City Council authorized the Mayor to sign the corrected agreement on August 30, 2016.

As a part of the relocation of the Parker Road water line, the City is proposing to enter into an agreement for professional engineering services with Birkhoff, Hendricks and Carter. The attached Resolution approves said Agreement.

POSSIBLE ACTION

Approve, Table, Deny

Inter - Office Use

Approved by:			
Department Head/ Requestor:		Date:	
City Attorney:	<i>Brandon S. Shelby</i>	Date:	10/11/2016
City Administrator:	<i>Jeff Flanigan</i>	Date:	10/14 /2016

RESOLUTION NO. 2016-525
(Professional Engineering Services Agreement)

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PARKER APPROVING THE TERMS AND CONDITIONS OF THE PROFESSIONAL ENGINEERING SERVICES AGREEMENT OF THE CITY OF PARKER AND BIRKHOFF, HENDRICKS & CARTER FOR THE RELOCATION OF THE PARKER ROAD WATER LINE; AUTHORIZING THE MAYOR TO EXECUTE THE AGREEMENT; PROVIDING FOR A REPEALER CLAUSE; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Parker entered into an agreement for professional engineering services with Birkhoff, Hendricks & Carter LLP authorized by Resolution 2016-504 and approved by the City Council on April 5, 2016; and

WHEREAS, the April 2016 agreement requires a separate agreement for projects with a construction value above a certain threshold; and

WHEREAS, the relocation of the Parker Road water line has a construction value above that threshold; and

WHEREAS, the City of Parker requested a proposed agreement from the firm of Birkhoff, Hendricks & Carter, LLP for the relocation of the Parker Road water line, which is attached as Exhibit A (the "Agreement"); and

WHEREAS, the City of Parker finds that the terms and conditions of the Agreement are in the best interest of the City 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 terms and conditions of the Agreement are approved.

SECTION 2. The Mayor is hereby authorized to execute the Agreement and all other necessary documents in connection therewith on behalf of the City of Parker.

SECTION 3. 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 the City of Parker, Collin County, Texas on this the 18th day of October, 2016.

CITY OF PARKER:

Z Marshall, Mayor

ATTEST:

Patti Scott Grey, City Secretary

APPROVED AS TO FORM:

Brandon Shelby, City Attorney

PROFESSIONAL ENGINEERING SERVICES AGREEMENT

THIS AGREEMENT is made and entered into by and between the **City of Parker, Texas**, hereinafter referred to as "City", and **Birkhoff, Hendricks & Carter, L.L.P.**, hereinafter referred to as "Engineer", to be effective from and after the date as provided herein.

WITNESSETH:

WHEREAS, the City desires to engage the services of the Engineer to complete Plans and Specification along with Construction Administration, for Utility relocation along Parker Road hereinafter referred to as the "Project";

WHEREAS, the Engineer desires to render such engineering services for the City under the terms and conditions provided herein.

NOW, THEREFORE, KNOW ALL MEN BY THESE PRESENTS:

That for and in consideration of the covenants contained herein, and for the mutual benefits to be obtained hereby, the parties hereto agree as follows:

I. Employment of the Engineer

The City hereby agrees to retain the Engineer to perform professional engineering services in connection with the Project; Engineer agrees to perform such services in accordance with the terms and conditions of this Agreement, and to the Standard of Care practiced by Professional Engineers in North Central Texas.

II. Scope of Services

The parties agree that Engineer shall perform such services as expressly set forth and described in Exhibit "A", which is attached hereto and incorporated herein by reference. The parties understand and agree that deviations or modifications, in the form of written changes may be authorized from time to time by the City. Engineer shall have no further obligations or responsibilities for the project except as agreed to in writing. Engineer's services and work product are intended for the sole use and benefit of City and are not intended to create any third party rights or benefits, or for any use by any other entity or person for any other purpose.

Engineer shall perform his or her professional engineering services with the professional skill and care ordinarily provided by competent engineers practicing in North Central Texas and under the same or

similar circumstances and professional license. Professional services shall be performed as expeditiously as is prudent, considering the ordinary professional skill and care of a competent engineer.

III. Schedule of Work

The Engineer agrees to commence services immediately upon execution of this Agreement, and to proceed diligently with said service, except for delays beyond the reasonable control of Engineer, to completion, according to Exhibit B, attached hereto and incorporated herein by reference.

IV. Conflict of Interest

The Engineer hereby represents and covenants that neither it nor any of its employees or representatives, has or shall have, directly or indirectly, any agreement or arrangement with any party that would constitute a conflict of interest in regard to the work being performed by the City during the terms of this agreement. Engineer will inform the City of other assignments undertaken on behalf of neighboring communities or governmental agencies that may constitute a conflict of interest.

V. Entirety of Agreement

This agreement consists of this document, upon which the parties have affixed their signatures, and those documents specifically incorporated herein by reference. This agreement as so constituted is the entire agreement between the parties, with respect to the subject matter hereof, and supersedes all other previous statement, communications, or agreements, whether oral or written. No modification, alteration, or waiver of any provision hereof shall be binding upon the parties unless evidenced in writing and signed by both parties.

VI. Compensation and Method of Payment

The parties agree that Engineer shall be compensated for all services provided pursuant to this Agreement in the amount and manner described and set forth, and attached hereto as Exhibit "C" and incorporated herein by reference. Engineer further agrees that it will prepare and present such monthly progress reports and itemized statements as are described in said Exhibit "C". City agrees to pay invoices upon receipt. Statement for services shall include a line for previous payments, contract amount, and amount due current invoice.

VII. Information To Be Provided By The City

The City agrees to furnish, prior to commencement of work, all information requested by Engineer that is available to the City.

VIII. Insurance

Engineer agrees to procure and maintain for the duration of the contract Professional Liability Insurance (\$2,000,000), Worker's Compensation, General Liability and Automobile Insurance.

IX. Assignment and Subletting

The Engineer agrees that neither this Agreement nor the services to be performed hereunder will be assigned or sublet without the prior written consent of the City. The Engineer further agrees that the assignment or subletting of any portion or feature of the work or materials required in the performance of this Agreement shall not relieve the Engineer from its full obligations to the City as provided by this Agreement.

X. Contract Termination

The parties agree that City or the Engineer shall have the right to terminate this Agreement without cause upon thirty (30) days written notice to the other. In the event of such termination without cause, Engineer shall deliver to City all finished or unfinished documents, data, studies, surveys, drawings, maps, models, reports, photographs or other items prepared by Engineer in connection with this Agreement. Engineer shall be entitled to compensation for any and all services completed to the satisfaction of City in accordance with the provisions of this Agreement prior to termination.

XI. Time of Performance

The Engineer agrees to commence service immediately upon execution of this Agreement, and to proceed diligently with said service, except for delays beyond the reasonable control of Engineer, to completion, as described in the Completion Schedule attached hereto as Exhibit "B" and thereby made a part of this Agreement.

XII. Engineer's Opinion of Cost

The parties recognize and agree that any and all opinions of cost prepared by Engineer in connection with the Project represent the best judgment of Engineer as a design professional familiar with the construction industry, but that the Engineer does not guarantee that bids solicited or received in connection with the Project will not vary from the opinion by the Engineer.

XIII. Personnel

The Engineer represents that it has or will secure at its own expense all personnel required to perform the services covered by this contract.

XIV. Ownership of Documents

Original report is the property of the Engineer; however, the Project is the property of the City. City shall be furnished with reproductions of the report.

All deliverables shall be furnished, as an additional service, at any other time requested by the City when such deliverables are available in the Engineer's record keeping system.

XV. Independent Contractor

Engineer certifies that the firm is an independent contractor, and none of its contractors, employees, agents, or independent workmen shall be deemed an employee of the City of Parker for any purpose whatsoever.

XVI. Mailing of Notices

Unless instructed otherwise in writing, Engineer agrees that all notices or communications to City permitted or required under this Agreement shall be addressed to City at the following address:

Mr. Jeff Flanigan
City Administrator
City of Parker
5700 E. Parker Rd.
Parker, Texas 75002
Phone: (972) 442-4105
jflanigan@parkertexas.us

With Copy To: Mr. Brandon Shelby
Shelby Law, PLLC
P. O. Box 1316
Sherman, Texas 75091
Phone: (903) 357-5101
Bshelby@shelbylawpllc.com

City agrees that all notices or communications to Engineer permitted or required under this Agreement shall be addressed to Engineer at the following address:

John W. Birkhoff, P.E.
Birkhoff, Hendricks & Carter, L.L.P.
11910 Greenville Ave., #600
Dallas, Texas 75243
Phone: (214) 361-7900

All notices or communications are required to be given in writing by one party to the other shall be considered as having been given to the addressee on the third day such notice or communication is posted by the sending party. All notices shall be sent by overnight mail (FedEx) with receipt and signature of delivery.

XVII. Effective Date

This Agreement shall be effective from and after execution by both parties hereto, with originals in the hand of both parties.

IN WITNESS OUR HANDS AND SEALS, the parties hereto have affixed their signatures on the date indicated below.

CITY OF PARKER, TEXAS
A Texas General Law City

BIRKHOFF, HENDRICKS & CARTER, L.L.P.
A Texas Limited Liability Partnership
Texas Board of Professional Engineers Firm No. 526
Texas Board of Professional Land Surveyors Firm No. 100318-00

By: _____
Z Marshall, Mayor

By: _____
John W. Birkhoff, P.E., Partner

Date: _____

Date: _____

ATTEST

By: _____
Patti Scott Grey, City Secretary

EXHIBIT "A"

SCOPE OF SERVICES

Parker Road Utility Relocations

I. DESIGN PHASE

- A. Determine Alignment for waterline along and across Parker Road between FM 2551 and Turner Branch Creek.
- B. Prepare Plan of relocated waterline and waterline crossings at scale not less than 1" = 40'.
- C. Established waterline profile along the route, and at the bridge, culvert and storm sewer out fall.
- D. Plot existing City Utility Plans provided by City from Record Drawings.
- E. Plot Utility Locations identified by Dig TESS.
- F. Plot Utility Information from Pot-Hole Survey.
- G. Revise Plans as information of utilities are identified.
- H. Prepare plan for pressure reducing valve at Parker Road and Bois -D-Arc Lane, at Parker Road and Dove and at Parker and Taylor.
- I. Prepare Cover Sheet, Location Map, General Notes and Sheet Index.
- J. Assist with preparation of Texas Department of Transportation Utility Permits.
- K. Coordination with other Franchise Utility Companies.
- L. Formulate Opinion of Probable Construction Estimate.

- M. Preparation of Specifications and Contract Documents based on NCTCOG Standard Specifications.
- N. Submit Preliminary Plans at 90% to the City and Utility Companies for review.
- O. Make revisions to Plan Set based on City and Utility Company comments.
- P. Finalize Standard Details
- Q. Prepare TxDOT Roadway Phasing and Barricade Plan for contractor to utilize during construction.
- R. Prepare erosion control plan
- S. Make Submittal to TxDOT for Utility Permit, based on changes in Preliminary Plans.
- T. Make revisions required by TxDOT based on their review comments.
- U. Submit Final Plans to City to publically advertise project.
- V. Relocations are at the following locations:
- Parker Road – FM2551 to Lewis Lane relocate waterline South side in proposed waterline easements with water services and fire hydrants bored under Parker Road
 - Parker Road – Lewis Lane to McCreary Road relocate waterline to proposed easements outside TxDOT right of way
 - TxDOT Station 437+25 Culvert Crossing, relocate waterline out from under culvert and headwall
 - TxDOT Station 474+00 Bridge location, relocate waterline out from TxDOT Bridge Structure
 - TxDOT Station 423+00 sewer outfall, relocate water line from under storm sewer outfall pipes.

II. BIDDING PHASE

- A. Assist the City staff in advertising for bids. This will include e-mailing “Notice to Contractors” to contractors experienced in this type of construction. City will have Notice published in local newspaper.
- B. Sell bidding documents to potential bidders and their suppliers and other parties.
- C. Provide bidding documents to City of Parker, Dodge Reports, and two other parties requested by the City.
- D. Assist during opening of bids and provide bidding tally sheets.
- E. Provide bid tabulation to City and contractors who submitted bids.
- F. Formulate opinion from information received from Contractor and provide the City a recommendation for award of a construction contract.
- G. After award of contract, furnish ten sets of prints of the final plans, specifications and contract documents to the City for construction use by the City and Contractor.

III. CONSTRUCTION PHASE

- A. Attend a Pre-Construction Conference, including preparing an Agenda.
- B. Review shop drawings and other submittal information, which the Contractor submits. This review is for the benefit of the Owner and covers only general conformance with information given by the Contract Documents. The contractor is to review and stamp their approval on submittals prior to submitting to the Engineer. Review by the Engineer does not relieve the Contractor of any responsibilities, safety measures or the necessity to construct a complete and workable facility in accordance with the Contract Documents. Shop drawing review will be completed electronically between all parties.
- C. Provide written responses to requests for information or clarification to City or Contractor.

- D. Prepare and process routine change orders for this project as they pertain to the original scope of work.
- E. Make periodic site visits during construction as the project requirements dictate. Six visits included. This includes coordination meetings between the City and Contractor to address problems.
- F. Review monthly pay request from information obtained in the field.
- G. Accompany the City during their final inspection of the project.
- H. Recommend final acceptance of work based on information from the on-site representative.
- I. Prepare Record Drawings. Utilizing on-site representative and Contractor construction record information, consultant will prepare one set of 11"x 17" reproducible record drawings on paper and one set of electronic image files in .TIFF or .PDF format.
- J. Assist city in selecting field inspector

IV. ADDITIONAL SERVICES

- A. Design Surveys.
- B. Preparation of Plat and Field Note Descriptions for easements that will be required. Fifteen (15) easement descriptions are included for the purpose of establishing a budget for this phase of work. Acquisition is not included.
- C. Printing of final plans and specifications for distribution to prospective bidders and the successful contractor.
- D. Attend Texas Department of Transportation Utility Coordination Meetings and assist City in negotiations with TxDOT for reimbursement of project expenses.

V. EXCLUSIONS

The intent of this scope of services is to include only the services specifically listed herein and none others. Services specifically excluded from this scope of services include, but are not necessarily limited to the following:

- A. Certification that work is in accordance with plans and specifications.
- B. Environmental impact statements and assessments.
- C. Fees for permits or advertising.
- D. Fiduciary Responsibility to the City.
- E. On-site safety precautions, programs and responsibility.
- F. Phasing of Contractor's work.
- G. Quality control and testing services during construction.
- H. Revisions and/or change orders as a result of revisions after completion of original design (unless to correct error on plans).
- I. Services in connection with condemnation hearings.
- J. Title searches.
- K. Trench safety designs.

EXHIBIT "B"

COMPLETION SCHEDULE

Parker Road Utility Relocations

Notice to Proceed From City	At Direction of City
Submit Preliminary Plans to City	10-weeks after Notice to Proceed
Submit Field Notes and Exhibits	8-weeks after Preliminary Plan Submittal
Complete Final Plans & Bidding Documents	4-weeks after City's Review of Preliminary Plans
Advertise Project for Bids	At City's Direction
Construction Phase	5-months after Notice to Proceed

EXHIBIT "C"

COMPENSATION

Parker Road Utility Relocations

PART I. BASIC SERVICES

Payment for Part I - Basic Services, Part II - Bidding Phase, and Part III - Construction Phase, described under Design, Bidding and Construction Administration, shall be on a **Lump Sum Basis** in the following Amounts:

Design Phase	\$99,000.00
Bidding Phase	\$5,000.00
Construction Phase	<u>\$15,000.00</u>
Total: Basic Services Lump Sum Fee:	\$119,000.00

OPINION OF PROBABLE CONSTRUCTION COST **\$1,400,000.00**

PART II. ADDITIONAL SERVICES

For the Additional Services described in Part IV we propose to be compensated on a salary cost basis times a multiplier of 2.40, with expenses at actual invoice cost times 1.15. The two man survey crew will be billed at a crew rate of \$155 per hour. Automobile mileage for additional services will be invoiced at \$0.50 per mile.

Design Surveys	\$9,300.00
Preparation of Plat & Field Note Descriptions (15-each)	\$45,000.00
Printing of Plans & Specifications	\$1,500.00
TxDOT Utility Coordination Meetings	<u>\$4,000.00</u>
Total: Additional Service Not to Exceed Amount:	\$59,800.00

TOTAL CONTRACT NOT TO EXCEED **\$178,800.00**

Payments are to be made monthly based on percent complete as determined by Birkhoff, Hendricks & Carter, L.L.P. Invoices shall include a breakdown of costs by task (as identified above), a summary of billings to date of invoice for each task, and the balance remaining for each task (as well as the total contract remaining). City agrees to pay within 30 days upon receipt.

BIRKHOFF, HENDRICKS & CARTER, L.L.P.
PROFESSIONAL ENGINEERS
Texas Firm F526

Project No. 4096-219

Client: City of Parker

Date: 5-May-16

Project: Parker Road Waterline Relocations

11 Sheets

By: J.W.B.

ENGINEER'S OPINION OF CONSTRUCTION COST

Item No.	Description	Quantity	Unit	Price	Amount
1	Furnish & Install 18-Inch Waterline by Open Cut	4,520	L.F.	\$ 60.00	\$ 271,200.00
2	Furnish & Install 18-Inch Waterline by Bore	670	L.F.	\$ 550.00	\$ 368,500.00
3	Furnish & Install 18-Inch Butterfly Valve	6	Ea.	\$ 10,000.00	\$ 60,000.00
4	Furnish & Install 12-Inch Waterline with Steel Encasement by Bore	260	L.F.	\$ 475.00	\$ 123,500.00
5	Furnish & Install 6-Inch Waterline with Steel Encasement by Bore (40-ft.)	240	L.F.	\$ 350.00	\$ 84,000.00
6	Furnish & Install 6-Inch Waterline with Steel Encasement by Open Cut (90-ft.)	540	L.F.	\$ 200.00	\$ 108,000.00
7	Furnish & Install Fire Hydrant	12	Ea.	\$ 6,000.00	\$ 72,000.00
8	Furnish & Install 6-Inch Gate Valve	12	Ea.	\$ 2,500.00	\$ 30,000.00
9	New Water Service	30	Ea.	\$ 2,000.00	\$ 60,000.00
10	Furnish & Install 2-Inch HDPE Service Lines	1,500	L.F.	\$ 15.00	\$ 22,500.00
11	Furnish & Install Air/Vacuum Valve	4	Ea.	\$ 3,000.00	\$ 12,000.00
12	Furnish & Install Blow-Off at Bridge and Culvert	2	Ea.	\$ 2,500.00	\$ 5,000.00
13	Trench Safety Plan	1	L.S.	\$ 1,500.00	\$ 1,500.00
14	Trench Safety System	4,520	L.F.	\$ 2.00	\$ 9,040.00
15	Traffic Control & Barricades	6	Mos.	\$ 2,500.00	\$ 15,000.00
16	Erosion Control	10,000	L.F.	\$ 1.00	\$ 10,000.00
17	Hydromulch	7.5	Ac.	\$ 1,000.00	\$ 7,500.00
18	Driveway Replacement	30	S.Y.	\$ 85.00	\$ 2,550.00
19	Connect to Waterlines	2	Ea.	\$ 3,000.00	\$ 6,000.00
20	Abandon Waterlines	1	L.S.	\$ 5,000.00	\$ 5,000.00
	Subtotal (Items 1 thru 20):				\$ 1,273,290.00
	Contingencies	10%			\$ 127,329.00
	Total (Items 1 thru 20 + Contingencies)				\$ 1,400,619.00
	MISCELLANEOUS ITEMS				
	Easement Preparation	15	Ea.	\$ 3,000.00	\$ 45,000.00
	Surveying	60	Hrs.	\$ 155.00	\$ 9,300.00
	Land Right-of-Way 15-Foot Easement	78,000	S.F.	\$ 0.75	\$ 58,500.00
	Engineering	9%			\$ 126,055.71
	Construction Inspection	2.5%			\$ 35,015.48
	Material Testing	2.5%			\$ 35,015.48
	Subtotal (Items 1-20 + Misc. Items & Contingencies):				\$ 1,709,505.67
				USE:	\$ 1,710,000.00



Council Agenda Item

Item 13
C/Sec Use Only

Budget Account Code:	Meeting Date: October 18, 2016
Budgeted Amount:	Department/ Requestor: Mayor Pro Tem Levine
Fund Balance-before expenditure:	Prepared by: City Administrator Flanigan
Estimated Cost:	Date Prepared: October 14, 2016
Exhibits:	1. Census Information

AGENDA SUBJECT

CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON A POPULATION CENSUS FOR THE CITY OF PARKER. [LEVINE]

SUMMARY

Please review the population census information for the City of Parker.

POSSIBLE ACTION

Approve, Table, Deny

Inter - Office Use			
Approved by:			
Department Head/ Requestor:		Date:	
City Attorney:		Date:	
City Administrator:	<i>Jeff Flanigan</i>	Date:	10/14/2016



PEPANNRES

Annual Estimates of the Resident Population: April 1, 2010 to July 1, 2015

2015 Population Estimates

Geography	April 1, 2010		Population Estimate (as of July 1)			
	Census	Estimates Base	2010	2011	2012	2013
Parker city, Texas	3,811	3,700	3,731	3,873	4,007	4,091

Geography	Population Estimate (as of July 1)	
	2014	2015
Parker city, Texas	4,251	4,352

Notes:

The estimates are based on the 2010 Census and reflect changes to the April 1, 2010 population due to the Count Question Resolution program and geographic program revisions. See Geographic Terms and Definitions at <http://www.census.gov/popest/about/geo/terms.html> for a list of the states that are included in each region and division. All geographic boundaries for the 2015 population estimates series except statistical area delineations are as of January 1, 2015. The Office of Management and Budget's statistical area delineations for metropolitan, micropolitan, and combined statistical areas, as well as metropolitan divisions, are those issued by that agency in February 2013 <http://www.whitehouse.gov/sites/default/files/omb/bulletins/2013/b13-01.pdf>. An "(X)" in the 2010 Census field indicates a locality that was formed or incorporated after the 2010 Census. Additional information on these localities can be found in the Geographic Boundary Change Notes (see <http://www.census.gov/geo/reference/boundary-changes.html>). For population estimates methodology statements, see <http://www.census.gov/popest/methodology/index.html>.

The 6,222 people in Bedford city, Virginia, which was an independent city as of the 2010 Census, are not included in the April 1, 2010 Census enumerated population presented in the county estimates. In July 2013, the legal status of Bedford changed from a city to a town and it became dependent within (or part of) Bedford County, Virginia. This population of Bedford town is now included in the April 1, 2010 estimates base and all July 1 estimates for Bedford County. Because it is no longer an independent city, Bedford town is not listed in this table. As a result, the sum of the April 1, 2010 census values for Virginia counties and independent cities does not equal the 2010 Census count for Virginia, and the sum of April 1, 2010 census values for all counties and independent cities in the United States does not equal the 2010 Census count for the United States. Substantial geographic changes to counties can be found on the Census Bureau website at <http://www.census.gov/geo/reference/county-changes.html>.

Suggested Citation:

Annual Estimates of the Resident Population: April 1, 2010 to July 1, 2015

Source: U.S. Census Bureau, Population Division

Release Dates: For the United States, regions, divisions, states, and Puerto Rico Commonwealth, December 2015. For counties, municipalities, metropolitan statistical areas, micropolitan statistical areas, metropolitan divisions, and combined statistical areas, March 2016. For Cities and Towns (Incorporated Places and Minor Civil Divisions), May 2016.



Council Agenda Item

Item 15
C'Sec Use Only

Budget Account Code:	Meeting Date: October 18, 2016
Budgeted Amount:	Department/ Requestor: City Council
Fund Balance-before expenditure:	Prepared by: City Attorney Shelby
Estimated Cost:	Date Prepared: October 14, 2016
Exhibits:	<ol style="list-style-type: none"> 1) August 10, 2016 CC Minutes, Item #5 2) Proposed Resolution (<i>Abandoning Contracts Policy</i>) 3) Proposed Resolution (<i>Revised Contracts Policy</i>) 4) Proposed Resolution (<i>2016 Appointment of Members of Contracts Committee</i>) 5) Res. No. 2014-443 (<i>Appointment of Members of Contracts Committee</i>) 6) Res. No. 2014-440 (<i>2014 Contracts Policy</i>)

AGENDA SUBJECT

CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON THE PARKER CONTRACTS REVIEW COMMITTEE AND/OR POLICY. [SHELBY]

SUMMARY

On August 10, 2016, this item was tabled until such time a resolution or resolutions to abandon the Contracts Committee and/or revise or eliminate Resolution No. 2014-440 (2014 Contracts Policy) could be placed on the agenda.

Committee members must be appointed if the Council chooses not to revise or abandon the Contract Policy.

- Res. No. XXX (Appoints 2016 Contract Committee Members)
- Res. No. XXX (Revised Contracts Policy)
- Res. No. XXX (Abandoning Contracts Policy)

POSSIBLE ACTION

Council may choose to make appointments or revise and/or abandon the Contract Policy.

POSSIBLE ACTION

Council may choose to make appointments or revise and/or abandon the Contract Policy.

Inter - Office Use			
Approved by:			
Department Head/ Requestor:		Date:	
City Attorney:	<i>Brandon S. Shelby</i>	Date:	10/11/2016
City Administrator:	<i>Jeff Flanigan</i>	Date:	10/14/2016

MINUTES
CITY COUNCIL MEETING
AUGUST 10, 2016

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 Z Marshall called the meeting to order at 7:01 p.m. Council members Scott Levine, Lee Pettie, Cleburne Raney, Ed Standridge, and Patrick Taylor were present.

Staff Present: City Administrator Jeff Flanigan, Finance/H.R. Manager Johnna Boyd, City Secretary Patti Scott Grey, City Attorney Jim Shepherd, City Engineer John Birkhoff, P.E., and Police Chief Richard Brooks

PLEDGE OF ALLEGIANCE

AMERICAN PLEDGE: Zachery Miller led the pledge.

TEXAS PLEDGE: Councilmember Lee Pettie 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.

Billy Barron, 6707 Overbrook Drive, spoke briefly in regard to noise and Southfork Ranch. Mr. Barron asked City Council to review noise related ordinances, such as Ordinance No. 553 and Ordinance No. 413, commenting events at Southfork Ranch were disturbing the peace at night and on weekends. He said he had taken decibel readings and believed the levels far exceeded City of Parker Noise Ordinance guidelines. Mr. Barron also asked if he and surrounding neighbors could have information in advance of upcoming events, especially fireworks, either by email or through the city's website. Finally, Mr. Barron asked City Council to place this item on a future agenda for review and possible solutions. (See Exhibit 1 – Billy Barron's comments)

INDIVIDUAL CONSIDERATION ITEMS

1. **CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON ORDINANCE NO. 739 FOR REVISED 2016 WATER RATES. [LEVINE]**

Mayor Marshall asked Mayor Pro Tem Levine to lead the discussion, due to the fact that he was absent at the last July 20, 2016, City Council meeting. Mr. Levine reviewed Ordinance No. 739 and Attachment A, the 2016 Water Rate approved at

the last City Council meeting. He noted there were a couple areas of the ordinance, which needed to be open for discussion. **SECTION 6. SURCHARGE RATE AMOUNTS** should possibly be modified to a flat percentage, changing it to have a five percent (5%) surcharge in Stage 3 and an eight percent (8%) surcharge in Stage 4 for all brackets. The surcharge would apply the same across the brackets, which was in line with what the district was proposing; it did not need to be progressive. In **SECTION 3. CONSTRUCTION WATER RATES**, "Any person or entity purchasing water by written permission from the City of Parker for construction or other purpose from the fire hydrant with a water meter attached, or any other similar method, shall pay a rate of \$8.00 per 1,000 gallons." He said that was higher than our lower rates, but not as high as our higher rates; therefore, at a minimum our construction rate should be no less than the rates proposed for residential usage. After discussion, **SECTION 3. CONSTRUCTION WATER RATES**, was changed to the following:

SECTION 3. CONSTRUCTION WATER RATES

Any person or entity may purchase water upon receiving written permission from the City of Parker for construction and development within the City of Parker from a fire hydrant with a water meter attached. The person or entity shall pay a rate of \$8.00 for the first 50,000 gallons used per month and shall pay residential rates in accordance with Attachment A for all amounts in excess of 50,000 gallons. Surcharge rates apply to all rates in the event Surcharge rates are imposed in accordance with Section 6 of this Ordinance. Permission for such sales is dependent on water availability, conservation efforts, and is subject to other contractual conditions. Limitations may be placed on such water purchases, and permission may be terminated without notice.

MOTION: Councilmember Levine moved to approve Ordinance No. 739 for Revised 2016 Water Rates, as amended, which included Section 3, Construction Water Rates, to have \$8.00 for the first 50,000 gallons used per month and then the same as the residential rates in accordance with Attachment A, for all amounts in excess of 50,000 gallons with surcharge rates, if applicable, and Section 6, Surcharge Rate Amounts, to have a 5% surcharge in Stage 3 and an 8% surcharge in Stage 4 for all brackets. Councilmember Taylor seconded with Councilmembers Levine, Pettie, Raney, Standridge, and Taylor voting for the motion. Motion carried 5-0.

- 2. CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON RESOLUTION NO. 2016-516 SETTING A PROPOSED TAX RATE; AND APPROVING DATES, TIMES AND A LOCATION FOR TWO PUBLIC HEARINGS ON THE PROPOSED FY 2016-2017 BUDGET AND TAX RATE, AND A DATE FOR THE VOTE ON THE ADOPTION OF THE 2016-2017 BUDGET AND APPROVAL OF A TAX RATE. [BOYD]**

Mayor Marshall reviewed the 2016 Planning Calendar. He stated the Proposed FY 2016-2017 Budget and 2016 Property Tax Rate Public Hearing dates were August 23 and August 30. He asked that the adoption of the 2016 Tax Rate be moved back to our regularly scheduled City Council Meeting day/date, Tuesday, September 6, 2016. The Mayor commented Finance/HR Manager Boyd had a brief Proposed Budget – FY 2016/2017 attached with a recommended ad valorem tax rate of \$0.365984 per hundred dollars tax increase, to provide funding for that proposed

budget. That was the proposed tax rate, although a few remaining budget items were still under review.

MOTION: Councilmember Taylor moved to approve Resolution No. 2016-516, with the final 2016 Tax Rate adoption changed to Tuesday, September 6, 2016. Councilmember Standridge seconded.

Mayor Pro Tem Levine reiterated the amount going into the blank, in "SECTION 2. The proposed ad valorem tax rate is \$0.365984 per hundred dollars valuation, to provide funding for the proposed budget for 2016-2017."

Councilmembers Levine, Pettie, Raney, Standridge, and Taylor voting for the motion. Motion carried 5-0.

3. CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON MOSS RIDGE ROAD DRAINAGE IMPROVEMENTS. [FLANIGAN]

Mayor Marshall recused himself from this item. He asked Mayor Pro Tem to preside over the meeting, as he stepped out of the room.

City Administrator Flanigan said the Moss Ridge Road Drainage Project was reviewed by the Drainage Committee, consisting of Councilmembers Stone and Taylor, City Engineer Birkhoff, and himself. The Moss Ridge Road Drainage Improvements for 7279, 7281, and 7285 (partial) Moss Ridge were advertised in the Dallas Morning News on June 30, 2016 and July 7, 2016. The original bid opening, 1:30 p.m., Monday, July 18, 2016, was delayed until 1:30 p.m., Tuesday, July 26, 2016. The project bids were higher than expected and/or budgeted; therefore, Staff recommendation was to reject all bids and re-advertise for bids with alternative options, as recommended by City Engineer Birkhoff and City Staff.

MOTION: Councilmember Taylor moved to reject all bids and authorize re-bidding the project with alternative options, reducing the scope down to a single 2 X 4 and other possible alternatives, as recommended by City Engineer Birkhoff and City Administrator Flanigan. Councilmember Pettie seconded with Councilmembers Levine, Pettie, Raney, Standridge, and Taylor voting for the motion. Motion carried 5-0.

City Council thanked City Engineer Birkhoff and asked Mayor Marshall to return to the Council Chambers.

4. CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON RESOLUTION NO. 2016-517 FOR NEWSLETTER COMMITTEE APPOINTMENTS. [MARSHALL]

On March 11, 2014, City Council approved Resolution No. 2014-437 (Newsletter Committee/Guideline), repealing Resolution 2012-377. Exhibit A, Section 2.0 Committee, of Resolution No. 2014-437 states the Councilmember appointments shall be reviewed every two years in June.

MOTION: Councilmember Levine moved to adopt Resolution No. 2016-517, appointing the Newsletter Committee for the 2016-2018 term, as follows: Mayor Z

Marshall, City Administrator Jeff Flanigan, City Secretary Patti Scott Grey, and Councilmember Lee Pettie. Councilmember Raney seconded.

Mayor Marshall asked Councilmember Pettie if she was willing to continue to serve. Ms. Pettie said she was happy to continue serving in this capacity and she complimented City Staff on an easier process and better product than in the past. Mayor Marshall also thanked City Staff for help in preparing his and other articles. Councilmembers Levine, Pettie, Raney, Standridge, and Taylor voting for the motion. Motion carried 5-0.

5. CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON RESOLUTION NO. 2016-518 APPOINTING THE 2016 CONTRACT REVIEW COMMITTEE. [MARSHALL]

Mayor Marshall briefly reviewed the item, stating this was a new committee formed two (2) years ago to run concurrent with the Mayor's term, May 2016-2018. The members consist of the Mayor, City Administrator or his designee, and two (2) Councilmembers. Councilmember Standridge asked if the committee was effective. The Mayor said he felt the Committee had been effective in some areas that there were deficiencies. The Committee had served the purpose and function City Council originally intended it to do. Councilmembers Pettie and Levine said they also felt the Committee had been effective. Mr. Levine said candidly, he was not sure if the Committee needed to continue. It was a good exercise to review City contracts and agreements. In the future as a contract, such as trash contract, needed to be reviewed, City Council could form an ad hoc committee to review any particular contract. Resolution No. 2014-440 (2014 Contracts Policy) setup structured procedures. If the Committee was needed and continued, Mr. Levine felt Resolution No. 2014-440 (2014 Contracts Policy) should be revisited, because it might be overkill at this point, more bureaucratic than necessary, to operate effectively. Mr. Levine said if City Council wanted to eliminate the Committee as this time that would be fine. City Council agreed, retrospectively, the Committee was a good exercise and effective, but looking forward forming an ad hoc committee to review a particular contract or agreement, if needed, would be a good alternative.

Mayor Pro Tem Levine stated City Council could abandon the Contracts Committee through Resolution No. 2016-518 (Appointment of Members of Contracts Committee). His question to City Attorney Shepherd was whether City Council could take action tonight to abandon Resolution No. 2014-440 (2014 Contracts Policy), or would it need to be another agenda item. City Attorney Shepherd said the item subject matter related to the appointment, not the policy. Mr. Levine said his concern was that even though City Council abandoned the appointment to members of the Contracts Committee the Contracts Policy would still be in effect.

MOTION: Councilmember Levine moved to table the item until such time a resolution or resolutions to abandon the Contracts Committee and/or revise or eliminate Resolution No. 2014-440 (2014 Contracts Policy) could be placed on the agenda. Councilmember Taylor seconded.

Mayor Marshall restated the Councilmember Levine's motion to table this agenda item for a future meeting, to review possibilities of abandoning or disbanding the

Contracts Committee and changing the provisions of Resolution No. 2014-440 (2014 Contracts Policy). Councilmembers Levine, Pettie, Raney, Standridge, and Taylor voting for the motion. Motion carried 5-0.

6. CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON ACCEPTING A DONATION IN THE AMOUNT OF \$100 FROM CULLEN AND BARBARA TUBB FOR THE PARKER POLICE DEPARTMENT. [BROOKS]

Mayor Marshall stated any donations to the City needed to be accepted by City Council.

MOTION: Councilmember Standridge moved to accept the donation in the amount of \$100 from Cullen and Barbara Tubb for the Parker Police Department. Councilmember Pettie seconded with Councilmembers Levine, Pettie, Raney, Standridge, and Taylor voting for the motion. Motion carried 5-0.

City Council and City Staff thanked Cullen and Barbara Tubb for their generous donation.

7. CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON RESOLUTION NO. 2016-519 APPROVING PROVIDING FOR THE EXECUTION OF CONTRACT AMENDMENT NO. 11 JAIL SERVICES AGREEMENT BETWEEN THE CITY OF PARKER AND COLLIN COUNTY. [BROOKS]

Mayor Marshall recognized Parker Police Chief Richard D. Brooks. Chief Brooks stated the resolution and attached agreement would renew an ongoing contract between Collin County and the City of Parker for jail services. The City did not have jail facilities, so the City contracted for this service. City Attorney Shepherd noted modifications that the City had agreed to in the pass, which needed to be reflected in this contract regarding liability allocation. Mr. Shepherd said City Council could retire into Executive Session to discuss those modifications and problems or City Council could allow him, as City Attorney, to resolve those issues with Collin County.

EXECUTIVE SESSION

Mayor Marshall said City Council would recess into closed Executive Session to discuss the matter. The meeting was recessed at 7:45 p.m.

Mayor Marshall reconvened the meeting at 8:06 p.m.

MOTION: Councilmember Taylor moved to approve Resolution No. 2016-519, subject to Collin County adjusting the liabilities set forth in the contract. Councilmember Standridge seconded with Councilmembers Levine, Pettie, Raney, Standridge, and Taylor voting for the motion. Motion carried 5-0.

ROUTINE ITEMS

8. FUTURE AGENDA ITEMS

Mayor Marshall asked if there were any items to be added to the future agenda. City Administrator Flanigan added a review of the Noise Ordinance, as requested during tonight's public comments. Councilmember Pettie added a review of Zoning Board of Adjustment (ZBA) and Planning and Zoning (P&Z) ordinances. Mr. Flanigan also added the tabled Contract Committee / Contract Policy.

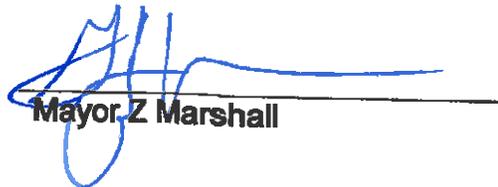
Mayor Marshall stated the next regularly scheduled meeting should be Tuesday, August 16, 2016. There was a possibility he may cancel that meeting. He asked City Council to continue to hold that date open for at least another day. There would be City Council meetings on August 23, 30, and September 6, per the 2016 Tax Rate Calendar Schedule approved earlier tonight.

9. ADJOURN

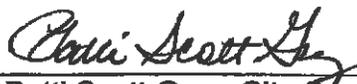
Mayor Marshall adjourned the meeting at 8:06 p.m.



APPROVED:


Mayor Z Marshall

ATTESTED:


Patti Scott Grey, City Secretary

Approved on the 20th day
of September, 2016.

RESOLUTION NO. 2016-XXX
(Abandoning Contracts Policy)

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PARKER ABANDONING CITY OF PARKER CONTRACTS POLICY PREVIOUSLY ADOPTED BY RESOLUTION NO. 2014-440; PROVIDING FOR A REPEALER CLAUSE; PROVIDING FOR A SEVERABILITY CLAUSE; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City Council for the City of Parker adopted a policy and procedure on City Contracts on April 15, 2014 by Resolution No. 2014-440; and

WHEREAS, the City Council determined that the Contracts Policy had served its purpose, but was no longer needed; and

WHEREAS, the City Council, by motion and order on August 10, 2016, directed staff to revise the Contracts Policy to draft a Resolution abandoning said policy and procedure,

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

SECTION 1. The City of Parker Contracts Policy adopted on April 15, 2014 by Resolution No. 2014-440 is hereby abandoned and shall no longer govern the contracts policy for the City, from and after the effective date of this Resolution.

SECTION 2. 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.

SECTION 3. Should any word, sentence, paragraph, subdivision, clause, phrase or section of this Resolution be adjudged or held to be void or unconstitutional, the same shall not affect the validity of the remaining portions of said Resolution which shall remain in full force and effect.

SECTION 4. This Resolution shall become effective immediately from and after its passage.

DULY PASSED AND APPROVED by the City Council of the City of Parker, Collin County, Texas on this the 18th day of October, 2016.

CITY OF PARKER:

Z Marshall, Mayor

ATTEST:

Patti Scott Grey, City Secretary

APPROVED AS TO FORM:

Brandon Shelby, City Attorney

RESOLUTION NO. 2016-XXX
(Revised Contracts Policy)

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PARKER ADOPTING A REVISED CITY OF PARKER CONTRACTS POLICY, ATTACHED HERETO AS EXHIBIT A; PROVIDING FOR A REPEALER CLAUSE; PROVIDING FOR A SEVERABILITY CLAUSE; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City Council for the City of Parker adopted a policy and procedure on City Contracts on April 15, 2014 by Resolution No. 2014-440; and

WHEREAS, the adopted 2014 Contracts Policy called for a standing committee appointed by council for the review of City contracts; and

WHEREAS, the City Council, by motion and order, directed staff to revise the Contracts Policy to eliminate the standing committee,

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

SECTION 1. The City of Parker Contracts Policy attached hereto as Exhibit "A" be and the same is hereby adopted and shall govern the contracts policy for the City, from and after the effective date of this Resolution.

SECTION 2. 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.

SECTION 3. Should any word, sentence, paragraph, subdivision, clause, phrase or section of this Resolution be adjudged or held to be void or unconstitutional, the same shall not affect the validity of the remaining portions of said Resolution which shall remain in full force and effect.

SECTION 4. This Resolution shall become effective immediately from and after its passage.

DULY PASSED AND APPROVED by the City Council of the City of Parker, Collin County, Texas on this the 18th day of October, 2016.

CITY OF PARKER:

Z Marshall, Mayor

ATTEST:

Patti Scott Grey, City Secretary

APPROVED AS TO FORM:

Brandon Shelby, City Attorney

EXHIBIT "A"

City of Parker Contract Recommendations and Suggestions

- A. Determine what contracts, if any, are necessary
 - 1. Services such as cleaning
 - 2. Professional Services

- B. Determine Contract Approval
 - 1. Routine service contracts to be handled by Mayor and City Administrator or their designee(s)
 - 2. Professional service contracts to be handled by Mayor and Council
 - 3. All contracts, after final review by legal counsel, are to be signed by Mayor and City Administrator or their designee(s)

- C. Standardize contracts
 - 1. Attorney to write or review before signing
 - 2. Qualifications stated and what is necessary for "proof" such as licenses, insurance, bonding, etc. Proof and requirements to be kept in file at City Hall
 - 3. Background checks/verifications such as qualifications, references, and criminal history to be completed before any contract signed
 - 4. Services to be performed spelled out, performance measures defined
 - 5. Fees to be specified in detail
 - 6. Payment terms to be specified
 - 7. Terms of Services specified
 - a. Renewal clause
 - b. Default/Penalty clause
 - i. Path of resolving problems, contract conflicts
 - c. Termination clause
 - i. For cause at any time
 - ii. Following annual review, if recommended by Contract Monitor and/or approved by Review Committee
 - 8. Contact person with City and for service provider
 - a. Specify who has the authority for specific approvals and how other approvals are to be handled
 - b. Determined by Mayor and/or City Administrator

- D. Contract Monitoring and Review
 - 1. Contract Monitor
 - a. To monitor contract compliance/complaints during contract term
 - b. Determined by Mayor and/or City Administrator
 - 2. Annual Review by City
 - a. Benchmarks, if any, met
 - b. Performance of services
 - c. Compliance with contract and any applicable Ordinances

- d. Determine if any changes/updates are necessary
- e. Determine to continue or terminate
- f. Fee review

RESOLUTION NO. 2016-518
(Appointment of Members of Contracts Committee)

**A RESOLUTION OF THE CITY OF PARKER, COLLIN COUNTY,
TEXAS APPOINTING THE MEMBERS OF THE CITY OF PARKER
CONTRACTS COMMITTEE FOR 2016-2017**

WHEREAS, the City Council of the City of Parker has passed Resolution 2014-440 adopting the City of Parker Contracts Policy of 2014, the "Policy"; and

WHEREAS, the City Council wishes to appoint members of Contracts Committee pursuant to the Policy; and

WHEREAS, the Policy provides the Mayor, two council members, and the City Administrator or his designee are members of the Contracts Committee; and

WHEREAS, the resignation of one councilmember and the appointment of another may require revisions to the membership of the Contracts Committee:

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

SECTION 1. The members of the Contracts Committee are appointed and approved as follows:

Mayor:

City Administrator (or designee):

City Councilmember:

City Councilmember:

SECTION 2. The members of the Contracts Committee shall serve for a term of 2 years and are to coincide with the term of the Mayor. The current term is May 2016 through May 2018.

DULY PASSED AND APPROVED by the City Council of the City of Parker, Collin County, Texas on this the 18th day of October, 2016.

CITY OF PARKER:

Z Marshall, Mayor

ATTEST:

APPROVED AS TO FORM:

Patti Scott Grey, City Secretary

Brandon Shelby, City Attorney

RESOLUTION NO. 2014-443
(Appointment of Members of Contracts Committee)

**A RESOLUTION OF THE CITY OF PARKER, COLLIN COUNTY,
TEXAS APPOINTING THE MEMBERS OF THE CITY OF PARKER
CONTRACTS COMMITTEE**

WHEREAS, the City Council of the City of Parker has passed Resolution 2014-440, adopting the City of Parker Contracts Policy of 2014, the "Policy"; and

WHEREAS, the City Council wishes to appoint members of Contracts Committee pursuant to the Policy; and

WHEREAS, the Policy provides the Mayor, two councilmembers, and the City Administrator or his designee are members of the Contracts Committee;

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

SECTION 1. The Members of the Contracts Committee are appointed and approved as follows:

Mayor: Z Marshall

City Administrator (or designee): Jeff Flanigan

City Councilmember: Scott Levine

City Councilmember: Lee Pettie

SECTION 2. The members of the Contracts Committee shall serve for a term of 2 years and are to coincide with the term of the mayor. The current term is June 3, 2014 through June 2016.

DULY RESOLVED by the City Council of the City of Parker, Texas on the 3rd day of June, 2014.



CITY OF PARKER:


Z Marshall, Mayor

ATTEST:



Carrie L. Smith, City Secretary

APPROVED AS TO FORM:



James E. Shepherd, City Attorney

RESOLUTION NO. 2014-440
(2014 Contracts Policy)

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PARKER, COLLIN COUNTY, TEXAS, ADOPTING THE CITY OF PARKER CONTRACTS POLICY OF 2014, ATTACHED HERETO AS EXHIBIT "A"; PROVIDING A REPEALING CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, City Council desires to adopt a policy and procedure on City Contracts,

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

SECTION 1. The City of Parker 2014 Contracts Policy attached hereto as Exhibit "A" be and the same is hereby adopted and shall govern the contracts policies for the City, from and after the effective date of this resolution.

SECTION 2. All provisions of the resolutions of the City of Parker, Texas, in conflict with the provisions of this resolution, if any, be, and the same are hereby repealed, and all other provisions not in conflict with the provisions of this resolution shall remain in full force and effect.

SECTION 3. Should any word, sentence, paragraph, subdivision, clause, phrase or section of this resolution be adjudged or held to be void or unconstitutional, the same shall not affect the validity of the remaining portions of said resolution which shall remain in full force and effect.

SECTION 4. This resolution shall become effective immediately from and after its passage.

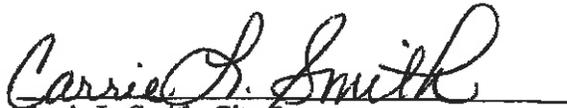
DULY RESOLVED AND ADOPTED by the City Council of the City of Parker, Texas, on this the 15th day of April, 2014.



CITY OF PARKER, TEXAS


Z Marshall Mayor

ATTEST:


Carrie L. Smith, City Secretary

APPROVED AS TO FORM:


James E. Shepherd, City Attorney

EXHIBIT "A"

City of Parker Contract Recommendations and Suggestions

- A. Determine what contracts, if any, are necessary.
 - 1. Services such as cleaning
 - 2. Professional services

- B. Determine Contract Approval
 - 1. Routine service contracts to be handled by Mayor and City Administrator or their designee(s)
 - 2. Professional service contracts to be handled by Mayor and Council
 - 3. All contracts, after final review by legal counsel, are to be signed by Mayor and City Administrator or their designee

- C. Standardize contracts
 - 1. Attorney to write or review before signing
 - 2. Qualifications stated and what is necessary for "proof" such as licenses, insurance, bonding, etc. Proof and requirements to be kept in file at City Hall
 - 3. Background checks/verifications such as qualifications, references and criminal history to be completed before any contract signed
 - 4. Services to be performed spelled out, performance measures defined
 - 5. Fees to be specified in detail
 - 6. Payment terms to be specified
 - 7. Term of Services specified
 - a. Renewal clause
 - b. Default/Penalty clause
 - 1. Path of resolving problems, contract conflicts
 - c. Termination clause
 - 1. For cause at any time
 - 2. Following annual review, if recommended by Contract Monitor and/or approved by Review Committee
 - 8. Contact Person with City and for service provider
 - a. Specify who has the authority for specific approvals and how other approvals are to be handled
 - b. Determined by Mayor and/or City Administrator

- D. Contract Monitoring and Review
 - 1. Contract Monitor
 - a. To monitor contract compliance/complaints during contract term
 - b. Determined by Mayor and/ City Administrator

2. Annual review by City
 - a. Benchmarks, if any, met
 - b. Performance of services
 - c. Compliance with contract and any applicable Ordinances
 - d. Determine if any changes/updates are necessary
 - e. Determine to continue or terminate
 - f. Fee Review

3. Review Committee for Contract Review
 - a. To consist of the Mayor, 2 Council Members and the City Administrator or his designee.
 - b. Contract review by the Review Committee must be done every 5 years to determine future actions
 - c. Request for Qualifications and/or Request for Proposals will be issued after Committee Review if deemed appropriate



Council Agenda Item

Item 16
 C'Sec Use Only

Budget Account Code:	Meeting Date: October 18, 2016
Budgeted Amount:	Department/ Requestor: Finance/H.R. Manager Boyd
Fund Balance-before expenditure:	Prepared by: Finance/H.R. Manager Boyd
Estimated Cost:	Date Prepared: September 23, 2016
Exhibits:	<ol style="list-style-type: none"> 1. Proposed Resolution 2. Investment Policy

AGENDA SUBJECT

CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON RESOLUTION 2016-526 ON INVESTMENT POLICY. [BOYD]

SUMMARY

Please review the Investment Policy. There were no changes.

POSSIBLE ACTION

Approve, Table, Deny

Inter - Office Use			
Approved by:			
Department Head/ Requestor:	<i>Johanna Boyd</i>	Date:	10/14/2016
City Attorney:	<i>Brandon S. Shelby</i>	Date:	10/11/2016
City Administrator:	<i>Jeff Flanigan</i>	Date:	10/14/2016

RESOLUTION NO. 2016-526
(2016-2017 Investment Policy)

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PARKER, COLLIN COUNTY, TEXAS, DECLARING THAT THE CITY COUNCIL HAS COMPLETED ITS REVIEW AND REVISION OF THE INVESTMENT POLICY AND INVESTMENT STRATEGIES OF THE CITY; ONE CHANGE REGARDING INVESTMENT TRAINING REQUIREMENTS WAS MADE; NO OTHER CHANGES WERE MADE TO EITHER THE INVESTMENT POLICY OR INVESTMENT STRATEGIES; THEREFORE THE CITY OF PARKER INVESTMENT POLICY OF 2015-2016 AS AMENDED IS ADOPTED AS THE CITY OF PARKER 2016-2017 INVESTMENT POLICY ATTACHED HERETO AS EXHIBIT "A"; PROVIDING A REPEALING CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, in accordance with the Public Funds Investment Act, Chapter 2256.005, Texas Government Code, the City Council of the City of Parker, Texas by resolution adopted an investment policy; and

WHEREAS, Section 2256.005, Texas Government Code requires the City Council to review the investment policies and investment strategies not less than annually and to adopt a resolution or order stating the review has been completed and recording any changes made to either the investment policies or investment strategies.

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

SECTION 1. The City Council of the City of Parker has completed its review of the investment policies and investment strategies. A change was made to Article V, Responsibility and Control, at Section E., regarding Investment Training Requirements. No other changes were made to either the investment policies or investment strategies of the Investment Policy attached as Exhibit "A" hereto.

SECTION 2. The City of Parker 2016-2017 Investment Policy attached hereto as Exhibit "A" be and the same is hereby adopted and shall govern the investment policies and investment strategies for the City, and shall define the authority of the Investment Officer and any additional Investment Committee members, collectively referred to as "Investment Officials," from and after the effective date of this resolution.

SECTION 3. All provisions of the resolutions of the City of Parker, Texas, in conflict with the provisions of this resolution be, and the same are hereby, repealed, and all other provisions not in conflict with the provisions of this resolution shall remain in full force and effect.

SECTION 4. Should any word, sentence, paragraph, subdivision, clause, phrase or section of this resolution be adjudged or held to be void or unconstitutional, the same shall not affect the validity of the remaining portions of said resolution which shall remain in full force and effect.

SECTION 5. This resolution shall become effective immediately from and after its passage.

DULY RESOLVED AND ADOPTED by the City Council of the City of Parker, Texas, on this the 18th day of October, 2016.

CITY OF PARKER:

Z Marshall, Mayor

ATTEST:

APPROVED AS TO FORM:

Patti Scott Grey, City Secretary

Brandon Shelby, City Attorney

City of Parker
2016-2017 Investment Policy

ARTICLE I
PURPOSE AND NEED FOR POLICY

Chapter 2256 of the Government Code, as amended from time to time by the Texas State Legislature (“Public Funds Investment Act”) requires each city to adopt rules governing its investment practices and to define the authority of the Investment Officer and any additional Investment Committee members. The 2016-2017 Investment Policy addresses the methods, procedures and practices that must be exercised to ensure effective and prudent fiscal management of the City of Parker, Collin County, Texas funds.

ARTICLE II
SCOPE

The Investment Policy applies to the investment and management of all funds under direct authority of the City of Parker, Collin County, Texas.

- A. These funds are accounted for in the City’s Annual Financial Report and include the following:
- (1) the General Fund;
 - (2) Special Revenue Funds;
 - (3) Capital Project Funds;
 - (4) Enterprise Funds;
 - (5) Trust and Agency Funds, to the extent not required by law or existing contract to be kept segregated and managed separately;
 - (6) Debt Service Funds, including reserves and sinking funds to the extent not required by law or existing contract to be kept segregated and managed separately; and
 - (7) Any new fund created by the City unless specifically exempted from this policy by the City or by law.

This investment policy shall apply to all transactions involving the financial assets and related activity of all the foregoing funds.

- B. This policy excludes:
- (1) Employee Retirement and Pension Funds administered or sponsored by the City.
 - (2) Defeased bond funds held in trust escrow accounts.

C. Review and Amendment

The City Council is required by state statute and by this investment policy to review this investment policy and investment strategies not less than annually and to adopt a resolution stating the review has been completed and recording any changes made to either the policy or strategy statements.

**ARTICLE III
PRUDENCE**

Investments shall be made with judgment and care, under prevailing circumstances, that a person of prudence, discretion, and intelligence would exercise in the management of the person's own affairs, not for speculation, but for investment, considering the probable safety of capital and the probable income to be derived.

In determining whether an Investment Official has exercised prudence with respect to an investment decision, the determination shall be made taking into consideration:

- (1) the investment of all funds, or funds under the entity's control, over which the officer had responsibility rather than a consideration as to the prudence of a single investment; and
- (2) whether the investment decision was consistent with the written investment policy of the City.

All participants in the investment program will seek to act responsibly as custodians of the public trust. Investment Officials will avoid any transaction that might impair public confidence in the City's ability to govern effectively. Investment Officials shall recognize that the investment portfolio is subject to public review and evaluation. The overall program shall be designed and managed with a degree of professionalism which is worthy of the public trust. Nevertheless, the City recognizes that in a marketable, diversified portfolio, occasional measured losses are inevitable and must be considered within the context of the overall portfolio's investment rate of return.

Investment Officials, acting in accordance with written procedures and exercising due diligence, shall not be held personally responsible for market price changes, provided that these deviations from expectations are reported immediately to the Mayor and the City Council of the City of Parker, and that appropriate action is taken by the Investment Officer to control adverse developments.

**ARTICLE IV
OBJECTIVES**

A. Preservation and Safety of Principal

Preservation of capital is the foremost objective of the City. Each investment transaction shall seek first to ensure that capital losses are avoided, whether the loss occurs from the default of a security or from erosion of market value.

B. Liquidity

The City's investment portfolio will remain liquid to enable the City to meet all operating requirements, which can be reasonably anticipated. Liquidity will be achieved by matching investment maturities with forecasted cash flow requirements and by investing in securities with active secondary markets.

C. Yield

The investment portfolio of the City shall be designed to meet or exceed the average rate of return on 91-day U.S. treasury bills throughout budgetary and economic cycles, taking into account the City's investment risk constraints and the cash flow characteristics of the portfolio. Legal constraints on debt proceeds that are not exempt from federal arbitrage regulations are limited to the arbitrage yield of the debt obligation. Investment Officials will seek to maximize the yield of these funds in the same manner as all other City funds. However, if the yield achieved by the City is higher than the arbitrage yield, positive arbitrage income will be averaged over a five year period, netted against any negative arbitrage income and the net amount shall be rebated to the federal government as required by federal regulations.

**ARTICLE V
RESPONSIBILITY AND CONTROL**

A. Delegation - Investment Officer; Investment Committee

Management responsibility to establish written procedures for the operation of the investment program consistent with this investment policy has been assigned to the Investment Officer, who shall be appointed by the City Council. The appointment is for a term of one year, and until a successor is qualified and appointed by the Council. Appointments are to be made for the Investment Officer, and the Investment Committee within June of each year, or as soon thereafter as possible. The review of this investment policy shall also take place in June of each year, as noted in Article IIC, above. Such procedures shall include explicit delegation of authority to persons responsible for the daily cash management operation, the execution of investment transactions, overall portfolio management and investment reporting. The Investment Officer shall be the chair of the Investment Committee and may delegate the daily investment responsibilities to either an internal Investment Official or an external investment advisor in combination with an internal Investment Official. The Investment Officer and/or his or her representative(s)

will be limited by conformance with all federal regulations, ordinances, and the statements of investment strategy. The Investment Officer and members of the Investment Committee are collectively referred to as "Investment Officials." The Mayor is a non-voting member and the City Administrator is a full member of the Investment Committee.

B. Subordinates

No person shall engage in an investment transaction except as provided under the terms of this policy, the procedures established by the City Council and the explicit authorization by the Investment Officer, with approval of the City Council, to withdraw, transfer, deposit and invest the City's funds. The City Council, by resolution, has authorized and appointed these individuals. The Investment Officer shall be responsible for all transactions undertaken, and shall establish a system of controls to regulate the activities of subordinate Investment Officials, if any are appointed by the City Council.

C. Internal Controls

Internal controls shall be designed to prevent losses of public funds arising from fraud, employee error, and misrepresentation by third parties, unanticipated changes in financial markets, or imprudent actions by Investment Officials. Controls deemed most important would include: control of collusion, separation of duties, third-party custodial safekeeping, avoidance of bearer-form securities, clear delegation of authority, specific limitations regarding securities losses and remedial action, written confirmation of telephone transactions, minimizing the number of authorized Investment Officials, and documentation of and rationale for investment transactions.

In conjunction with the annual independent audit, a compliance audit of management controls on investments and adherence to the Investment Policy and the Investment Strategy shall be performed by the City's independent auditor.

D. Ethics and Conflicts of Interest

Any Investment Official of the City who has a personal business relationship with a business organization offering to engage in an investment transaction with the City shall file a statement disclosing that personal business interest. An investment officer who is related within the second degree of affinity or consanguinity to an individual seeking to sell an investment to the City shall file a statement disclosing that relationship with the Texas Ethics Commission and the City Council. For purposes of this section, an Investment Official has a personal business relationship with a business organization if:

- (1) the Investment Official owns 10 percent or more of the voting stock or shares of the business organization or owns \$5,000 or more of the fair market value of the business organization;
- (2) funds received by the investment officer from the business organization exceed 10 percent of the investment officer's gross income for the previous year; or
- (3) the Investment Official has acquired from the business organization during the previous year investments with a book value of \$2,500 or more for the personal account of the Investment Official.

Investment Officials of the City shall refrain from personal and business activities involving any of the City's custodians, depositories, broker/dealers or investment advisors, which may influence the officer's ability to conduct his duties in an unbiased manner. Investment Officials will not utilize investment advice concerning specific securities or classes of securities obtained in the transaction of the City's business for personal investment decisions, will in all respects subordinate their personal investment transactions to those of the City, particularly with regard to the timing of purchase and sales and will keep all investment advice obtained on behalf of the City and all transactions contemplated and completed by the City confidential, except when disclosure is required by law.

E. Investment Training Requirements

The Investment Officer, and all members of the Investment Committee as may be required, or prudent, shall attend at least one ten hour training session relating to their investment responsibilities within 12 months after assuming their duties. In addition to this ten-hour requirement, all members of the Investment Committee should receive not less than eight hours of instruction in their investment responsibilities at least once in every two-year period that begins on the first day of the fiscal year. This training is optional but preferred as long as the City continues to invest in interest-bearing deposit accounts or certificates of deposit only. The investment training session shall be provided by an independent source approved by the investment committee. For purposes of this policy, an "independent source" from which investment training shall be obtained shall include a professional organization, an institute of higher learning or any other sponsor other than a Business Organization with whom the City of Parker may engage in an investment transaction. Such training shall include education in investment controls, credit risk, market risk, investment strategies, and compliance with investment laws, including the Texas State Public Funds Investment Act. A list will be maintained of the number of hours and conferences attended for each Investment Official and a report of such information will be provided to the City Council. Investment "officials" includes the Investment Officer, and may include the Mayor or other member(s) of the City Council, or staff selected by the City Council as alternate Budget or Investment Officer(s).

ARTICLE VI INVESTMENT STRATEGY STATEMENTS

The City of Parker portfolio will be structured to benefit from anticipated market conditions and to achieve a reasonable return. Relative value among asset groups shall be analyzed and pursued as part of the investment program within the restrictions set forth by the investment policy.

The City of Parker maintains portfolios, which utilize four specific investment strategy considerations designed to address the unique characteristics of the fund groups represented in the portfolios.

A. Operating Funds

Suitability - All investments authorized in the Investment Policy are suitable for Operating Funds.

Preservation and Safety of Principal - All investments shall be high quality securities with no perceived default risk.

Liquidity - Investment strategies for the pooled operating funds have as their primary objective to assure that anticipated cash flows are matched with adequate investment liquidity. The dollar-weighted average maturity of operating funds, based on the stated final maturity date of each security, will be calculated and limited to one year or less. Constant \$1 NAV investment pools and money market mutual funds shall be an integral component in maintaining daily liquidity. Investments for these funds shall not exceed an 18-month period from date of purchase.

Marketability - Securities with active and efficient secondary markets will be purchased in the event of an unanticipated cash requirement.

Diversification - Maturities shall be staggered throughout the budget cycle to provide cash flows based on anticipated needs. Investment risks will be reduced through diversification among authorized investments.

Yield - The City's objective is to attain a competitive market yield for comparable securities and portfolio constraints. The benchmark for Operating Funds shall be the 91-day Treasury bill.

B. Reserve and Deposit Funds

Suitability - All investments authorized in the Investment Policy are suitable for Reserve and Deposit Funds.

Preservation and Safety of Principal - All investments shall be high quality securities with no perceived default risk.

Liquidity - Investment strategies for reserve and deposit funds shall have as the primary objective the ability to generate a dependable revenue stream to the appropriate reserve fund from investments with a low degree of volatility. Except as may be required by the bond ordinance, specific to an individual issue, investments should be of high quality, with short-to-intermediate-term maturities. The dollar-weighted average maturity of reserve and deposit funds, based on the stated final maturity date of each security, will be calculated and limited to three years or less.

Marketability - Securities with active and efficient secondary markets will be purchased in the event of an unanticipated cash requirement.

Diversification - Maturities shall be staggered throughout the budget cycle to provide cash flows based on anticipated needs. Investment risks will be reduced through diversification among authorized investments.

Yield - The City's objective is to attain a competitive market yield for comparable securities and portfolio constraints. The benchmark for Reserve and Deposit Funds shall be the 91-day Treasury bill.

C. Bond and Certificate Capital Project Funds and Special Purpose Funds

Suitability - All investments authorized in the Investment Policy are suitable for Bond and Certificate Capital Project Funds and Special Purpose Funds.

Preservation and Safety of Principal - All investments shall be high quality securities with no perceived default risk.

Liquidity - Investment strategies for bond and certificate capital project funds, special projects and special purpose funds portfolios will have as their primary objective to assure that anticipated cash flows are matched with adequate investment liquidity. The stated final maturity dates of investments held should not exceed the estimated project completion date or a maturity of no greater than five years. The dollar-weighted average maturity of bond and certificate capital project funds and special purpose funds, based on the stated final maturity date of each security, will be calculated and limited to three years or less.

Marketability - Securities with active and efficient secondary markets will be purchased in the event of an unanticipated cash requirement.

Diversification - Maturities shall be staggered throughout the budget cycle to provide cash flows based on anticipated needs. Investment risks will be reduced through diversification among authorized investments.

Yield - The City's objective is to attain a competitive market yield for comparable securities and portfolio constraints. The benchmark for Bond and Certificate Capital Project Funds and Special Purpose Funds shall be the 91-day Treasury bill. A secondary objective of these funds is to achieve a yield equal to or greater than the arbitrage yield of the applicable bond or certificate.

D. Debt Service Funds

Suitability - All investments authorized in the Investment Policy are suitable for Debt Service Funds.

Preservation and Safety of Principal - All investments shall be high quality securities with no perceived default risk.

Liquidity - Investment strategies for debt service funds shall have as the primary objective the assurance of investment liquidity adequate to cover the debt service obligation on the required payment date. Securities purchased shall not have a stated final maturity date which exceeds the debt service payment date. The dollar-weighted average maturity of debt service funds, based on the stated final maturity date of each security, will be calculated and limited to one year or less.

Marketability - Securities with active and efficient secondary markets will be purchased in the event of an unanticipated cash requirement.

Diversification - Maturities shall be staggered throughout the budget cycle to provide cash flows based on anticipated needs. Investment risks will be reduced through diversification among authorized investments.

Yield - The City's objective is to attain a competitive market yield for comparable securities and portfolio constraints. The benchmark for Debt Service Funds shall be the 91-day Treasury bill.

ARTICLE VII AUTHORIZED INVESTMENTS

- A. Obligations of the United States or its agencies and instrumentalities.
- B. Direct obligations of the State of Texas or its agencies and instrumentalities.
- C. Other obligations, the principal and interest of which are unconditionally guaranteed or insured by, the State of Texas, or the United States or its instrumentalities.
- D. Obligations of states, agencies, cities, and other political subdivisions of any state rated as to investment quality by a nationally recognized investment rating firm not less than "A" or its equivalent.
- E. Joint Investment Pools of political subdivisions in the State of Texas, which invest in instruments and follow practices allowed by current law. A pool must be continuously rated no lower than AAA or AAA-m or at an equivalent rating by at least one nationally recognized rating service.
- F. Certificates of Deposit issued by a depository institution that has its main office or branch office in Texas:
 - (1) and such Certificates of Deposit are:
 - a. Guaranteed or insured by the Federal Deposit Insurance Corporation or the National Credit Union Share Insurance Fund or their successors; or
 - b. Secured by obligations described in Article VI, sections A through D above.
 - (2) or such depository institution contractually agrees to place the funds in federally insured depository institutions in accordance with the conditions prescribed in Section 2256.010(b) of the Government Code (Public Funds Investment Act) as amended.
- G. Fully collateralized repurchase or reverse repurchase agreements, including flexible repurchase agreements (flex repo), with a defined termination date secured by obligations of the United States or its agencies and instrumentalities pledged to the City held in the City's name by a third party selected by the City. Repurchase agreements must be purchased through a primary government securities dealer, as defined by the Federal Reserve, or a financial institution doing business in Texas. The securities received for

repurchase agreements must have a market value greater than or equal to 103 percent at the time funds are disbursed. All transactions shall be governed by a Master Repurchase Agreement between the City and the primary government securities dealer or financial institution initiating Repurchase Agreement transactions.

The term of any reverse security repurchase agreement may not exceed 90 days after the date the reverse security repurchase agreement is delivered. Money received under the terms of a reverse security repurchase agreement shall be used to acquire additional authorized investments, but the term of the authorized investments acquired must mature not later than the expiration date stated in the reverse security repurchase agreement.

- H. No-load money market mutual funds if the mutual fund:
 - (1) Is registered with and regulated by the Securities and Exchange Commission;
 - (2) Has a dollar-weighted average stated maturity of 90 days or fewer; and
 - (3) Includes in its investment objectives the maintenance of a stable net asset value of one dollar for each share.
- I. Investments in compliance with Texas Government Code section 2256.010(b), generally known as the CDAR's program. (Resolution 2008-245 amendment to Investment Policy)
- J. Investment instruments not authorized for purchase by the City of Parker include the following:
 - (1) Bankers Acceptances;
 - (2) "Bond" Mutual Funds;
 - (3) Collateralized Mortgage Obligations of any type; and
 - (4) Commercial Paper, except that the City can invest in local government investment pools and money market mutual funds that have commercial paper as authorized investments. A local government investment pool or money market mutual fund that invests in commercial paper must meet the requirements of Article VI, Sections E and H above.

ARTICLE VIII PORTFOLIO AND INVESTMENT ASSET PARAMETERS

A. Bidding Process for Investments

It is the policy of the City to require competitive bidding for all investment transactions (securities and bank C.D.s) except for:

- (1) transactions with money market mutual funds and local government investment pools (which are deemed to be made at prevailing market rates); and
- (2) treasury and agency securities purchased at issue through an approved broker/dealer.

At least three bids or offers must be solicited for all other investment transactions. In a situation where the exact security being offered is not offered by other dealers, offers on

the closest comparable investment may be used to establish a fair market price of the security. Security swaps are allowed as long as maturity extensions, credit quality changes and profits or losses taken are within the other guidelines set forth in this policy.

B. Maximum Maturities

The City of Parker will manage its investments to meet anticipated cash flow requirements. Unless matched to a specific cash flow, the City will not directly invest in securities maturing more than five years from the date of purchase.

C. Maximum Dollar-Weighted Average Maturity

Under most market conditions, the composite portfolio will be managed to achieve a one-year or less dollar-weighted average maturity. However, under certain market conditions. Investment Officials may need to shorten or lengthen the average life or duration of the portfolio to protect the City. The maximum dollar-weighted average maturity based on the stated final maturity, authorized by this investment policy for the composite portfolio of the City shall be three years.

D. Diversification

The allocation of assets in the portfolios should be flexible depending upon the outlook for the economy and the securities markets. In establishing specific diversification strategies, the following general policies and constraints shall apply.

- (1) Portfolio maturities and call dates shall be staggered in a way that avoids undue concentration of assets in a specific sector. Maturities shall be selected which provide for stability of income and reasonable liquidity.
- (2) To attain sufficient liquidity, the City shall schedule the maturity of its investments to coincide with known disbursements. Risk of market price volatility shall be controlled through maturity diversification such that aggregate realized price losses on instruments with maturities exceeding one year shall not be greater than coupon interest and investment income received from the balance of the portfolio.
- (3) The following maximum limits, by instrument, are established for the City's total portfolio:
 - U.S Treasury Notes/Bills 100%
 - U.S. Government Agencies & Instrumentalities..... 100%
 - U.S. Treasury & U.S. Agency Callables..... 25%
 - Certificates of Deposit 25%
 - Repurchase Agreements (*See D. (4) below*)..... 50%
 - Money Market Mutual Funds (*See D.(5) below*) 100%
 - Local Government Investment Pools (*See D.(5) below*)..... 100%
 - State of Texas Obligations & Agencies 25%
 - Obligations of states, agencies, cities and other political subdivisions of any state25%
 - CDARS 100%

- (4) The City shall not invest more than 50% of the investment portfolio in repurchase agreements, excluding bond proceeds and reserves.
- (5) The City shall not invest more than 80% of the investment portfolio in any individual money market mutual fund or government investment pool. (Revised per Resolution No. 2007-161)
- (6) The investment committee shall review diversification strategies and establish or confirm guidelines on at least an annual basis regarding the percentages of the total portfolio that may be invested in securities other than U.S. Government Obligations. The investment committee shall review quarterly investment reports and evaluate the probability of market and default risk in various investment sectors as part of its consideration.

**ARTICLE IX
AUTHORIZED BROKER/DEALERS
AND FINANCIAL INSTITUTIONS**

A. Investment Officials will maintain a list of financial institutions and broker/dealers selected by credit worthiness, who are authorized to provide investment services to the City. These firms may include:

- (1) all primary government securities dealers; and
- (2) those regional broker/dealers who qualify under Securities and Exchange Commission Rule 15C3-1(uniform net capital rule), and who meet other financial credit criteria standards in the industry.

The Investment Officials may select up to six firms from the approved list to conduct a portion of the daily City investment business. These firms will be selected based on their competitiveness, participation in agency selling groups and the experience and background of the salesperson handling the account. The approved broker/dealer list will be reviewed and approved along with this investment policy at least annually by the investment committee.

B. All financial institutions and broker/dealers who desire to become qualified bidders for investment transactions must supply the Investment Officials with the following:

- (1) Audited financial statements;
- (2) Proof of National Association of Securities Dealers (N.A.S.D.) certification, unless it is a bank;
- (3) Resumes of all sales representatives who will represent the financial institution or broker/dealer firm in dealings with the City; and
- (4) An executed written instrument, by the qualified representative, in a form acceptable to the City and the business organization substantially to the effect that the business organization has received and reviewed the investment policy of the City and acknowledges that the business organization has implemented reasonable procedures and controls in an effort to preclude investment transactions conducted

between the City and the organization that are not authorized by the City's investment policy, except to the extent that this authorization is dependent on an analysis of the makeup of the City's entire portfolio or requires an interpretation of subjective investment standards.

ARTICLE X SAFEKEEPING AND CUSTODY OF INVESTMENT ASSETS

All security transactions, including collateral for repurchase agreements entered into by the City shall be conducted using the delivery vs. payment (DVP) basis. That is, funds shall not be wired or paid until verification has been made that the correct security was received by the safekeeping bank. The only exceptions to DVP settlement shall be wire transactions for money market funds and government investment pools. The safekeeping or custody bank is responsible for matching up instructions from the City's Investment Officials on an investment settlement with what is wired from the broker/dealer, prior to releasing the City's designated funds for a given purchase. The security shall be held in the name of the City or held on behalf of the City in a bank nominee name. Securities will be held by a third party custodian designated by the Investment Officials and evidenced by safekeeping receipts or statements. The safekeeping bank's records shall assure the notation of the City's ownership of or explicit claim on the securities. The original copy of all safekeeping receipts shall be delivered to the City. A safekeeping agreement must be in place, which clearly defines the responsibilities of the safekeeping bank.

ARTICLE XI COLLATERAL

The City's depository bank shall comply with Chapter 2257 of the Government Code, Collateral for Public Funds, as required in the City's bank depository contract.

A. Market Value

The Market Value of pledged Collateral must be equal to or greater than 102% of the principal and accrued interest for cash balances in excess of the Federal Deposit Insurance Corporation (FDIC) or National Credit Union Share Insurance Fund (NCUSIF) insurance coverage. The Federal Reserve Bank and the Federal Home Loan Bank are designated as custodial agents for collateral. An authorized City representative will approve and release all pledged collateral. The securities comprising the collateral will be marked to market on a monthly basis using quotes by a recognized market pricing service quoted on the valuation date, and the City will be sent reports monthly.

B. Collateral Substitution

Collateralized investments often require substitution of collateral. The Safekeeping bank must contact the City for approval and settlement. The substitution will be approved if its value is equal to or greater than the required collateral value.

C. Collateral Reduction

Should the collateral's market value exceed the required amount, the Safekeeping bank may request approval from the City to reduce Collateral. Collateral reductions may be permitted only if the collateral's market value exceeds the required amount.

D. Holding Period

The City intends to match the holding periods of investment funds with liquidity needs of the City. In no case will the average maturity of investments of the City's operating funds exceed one year. The maximum final stated maturity of any investment shall not exceed five years. Investments in all funds shall be managed in such a way that the market price losses resulting from interest rate volatility would be offset by coupon income and current income received from the volume of the portfolio during a twelve month period.

E. Insurance or Collateral

All deposits and investments of City funds other than direct purchases of U.S. Treasuries or Agencies shall be secured by pledged collateral. In order to anticipate market changes and provide a level of security for all funds, the collateralization level will be 102% of market value of principal and accrued interest on the deposits or investments less an amount insured by the FDIC or FSLIC. Evidence of the pledged collateral shall be maintained by the Finance Director or a third party financial institution. Repurchase agreements shall be documented by a specific agreement noting the collateral pledge in each agreement. Collateral shall be reviewed weekly to assure that the market value of the pledged securities is adequate.

ARTICLE XII INVESTMENT REPORTS

A. Reporting Requirements

The Investment Officials shall prepare a quarterly investment report in compliance with section 2256.023 of the Public Funds Investment Act of the State of Texas. The report shall be submitted to the City Council and the Investment Committee within 45 days following the end of the quarter.

B. Investment Records

The Investment Officer shall be responsible for the recording of investment transactions and the maintenance of the investment records with reconciliation of the accounting records and of investments carried out by an accountant. Information to maintain the investment program and the reporting requirements, including pricing or marking to market the portfolio, may be derived from various sources such as: broker/dealer research reports, newspapers, financial on-line market quotes, direct communication with broker/dealers,

market pricing services, investment software for maintenance of portfolio records, spreadsheet software, or external financial consulting services relating to investments.

C. Auditor Review

The City's independent external auditor must formally review the quarterly investment reports annually to insure compliance with the State of Texas Public Funds Investment Act and any other applicable State Statutes.

**ARTICLE XIII
INVESTMENT COMMITTEE**

A. Members

The Investment Committee, consisting of the Mayor or his or her designee, the City Administrator, and the Investment Officer, and any other designated Investment Officials, if any, shall review the City's investment strategies and monitor the results of the investment program at least quarterly. This review can be done by reviewing the quarterly written reports and by holding committee meetings as necessary. The committee will be authorized to invite other advisors to attend meetings as needed.

B. Scope

The Investment Committee shall include in its deliberations such topics as economic outlook, investment strategies, portfolio diversification, maturity structure, potential risk to the City's funds, evaluation and authorization of broker/dealers, rate of return on the investment portfolio, review and approval of training providers and compliance with the investment policy. The Investment Committee will also advise the City Council of any future amendments to the investment policy that are deemed necessary or recommended.

C. Procedures

The investment policy shall require the Investment Committee to provide minutes of investment information discussed at any meetings held. The committee should meet at least annually to discuss the investment program and policies.

GLOSSARY of COMMON TREASURY TERMS

Agencies: Federal agency securities.

Asked: The price at which securities are offered.

Bid: The price offered for securities.

Bankers' Acceptance (BA): A draft of bill or exchange accepted by a bank or trust company. The accepting institution guarantees payment of the bill, as well as the issuer.

Broker: A broker brings buyers and sellers together for a commission paid by the initiator of the transaction or by both sides; he does not position. In the money market, brokers are active in markets in which banks buy and sell money and in interdealer markets.

CDARS: Certificate of Deposit Account Registry Service – A program that allows a depositor to deposit funds at one bank in excess of the FDIC insured limit, with the excess funds being divided and deposited in other banks in the CDARS program. The purpose of CDARS is to help depositors who invest in money market accounts or certificate of deposits (CD's) to stay below FDIC insurance limits at any given bank. Usually, to avoid exceeding FDIC limits at a single bank, consumers deposit their money in different banks. CDARS is a program that eliminates the need to go from bank to bank in order to deposit money, and is comprised of a network of banks.

Certificate of Deposit (CD): A time deposit with a specific maturity evidenced by a certificate. Large-denomination CD's are typically negotiable.

Collateral: Securities, evidence of deposit or other property that a borrower pledges to secure repayment of a loan. Also refers to securities pledged by a bank to secure deposits of public monies.

Comprehensive Annual Financial Report (CAFR): The official annual report for the City includes five combined statements and basic financial statements for each individual fund and account group prepared in conformity with GAAP. It also includes supporting schedules necessary to demonstrate compliance with finance-related legal and contractual provisions, extensive introductory material, and a detailed statistical section.

Coupon: (a) The annual rate of interest that a bond's issuer promises to pay the bondholder on the bond's face value. (b) A certificate attached to a bond evidencing interest due on a payment date.

Dealer: A dealer, as opposed to a broker, acts as a principal in all transactions, buying and selling for his own account.

Debenture: A bond secured only by the general credit of the issuer.

Delivery versus Payment (DVP): There are two methods of delivery of securities: delivery versus payment and delivery versus receipt (DVR) (also called free). Delivery versus payment means delivery of securities with an exchange of money for the securities. Delivery versus receipt means delivery of securities with an exchange of a signed receipt for the securities.

Discount: The difference between the cost price of a security and its value at maturity when quoted at lower than face value. A security selling below original offering price shortly after sale also is considered to be at a discount.

Discount Securities: Non-interest bearing money market instruments that are issued at a discount and redeemed at maturity for full face value, for example, U.S. Treasury bills.

Diversification: Dividing investment funds among a variety of securities offering independent returns.

Federal Credit Agencies: Agencies of the Federal government set up to supply credit to various classes of institutions and individuals, for example, S&L's, small business firms, students, farmers, farm cooperatives, and exporters.

Federal Deposit Insurance Corporation (FDIC): A federal agency that insures bank deposits, currently up to \$100,000 per deposit.

Federal Funds Rate (the "Fed Rate"): The rate of interest at which Federal funds are traded. This rate is currently pegged by the Federal Reserve through open-market operations.

Federal Home Loan Banks (FHLB): The institutions that regulate and lend to savings and loan associations. The Federal Home Loan Banks play a role analogous to that played by the Federal Reserve Banks in relation to member commercial banks.

Federal National Mortgage Association (FNMA or Fannie Mae): FNMA, like GNMA, was chartered under the Federal National Mortgage Association Act in 1938. FNMA is a federal corporation working under the auspices of the Department of Housing and Urban Development, H.U.D. It is the largest single provider of residential mortgage funds in the United States. Fannie Mae is a private stockholder-owned corporation. The corporation's purchases include a variety of adjustable mortgages and secondary loans in addition to fixed rate mortgages. FNMA's securities are highly liquid and widely accepted. FNMA assumes and guarantees that all security holders will receive timely payment of principal and interest.

Federal Open Market Committee (FOMC): Consists of seven members of the Federal Reserve Board and five of the twelve Federal Reserve Bank Presidents. The president of the New York Federal Reserve Bank is a permanent member while the other presidents serve on a rotating basis. The Committee periodically meets to set Federal Reserve guidelines

regarding purchases and sales of government securities in the open market as a means of influencing the volume of bank credit and money.

Federal Reserve System: The central bank of the United States created by Congress and consisting of a seven member Board of Governors in Washington, D.C., twelve (12) regional banks, and about 5,700 commercial banks that are members of the system.

Government National Mortgage Association (GNMA or Ginnie Mae): Securities guaranteed by GNMA and issued by mortgage bankers, commercial banks, savings and loan associations, and other institutions. The security holder is protected by the full faith and credit of the U.S. Government. Ginnie Mae securities are backed by FHA, VA, or FMHM mortgages. The term pass-through is often used to describe Ginnie Maes.

Liquidity: A liquid asset is one that can be converted easily and rapidly into cash without a substantial loss of value. In the money market, a security is said to be liquid if the spread between bid and asked prices is narrow and reasonable quantities can be purchased at those quotes.

Local Government Investment Pool (LGIP): The aggregate of all funds from political subdivisions that are placed in the custody of the State Treasurer for investment and reinvestment.

Market Value: The price at which a security is trading and could presumably be purchased or sold.

Master Repurchase Agreement: To protect investors, many public investors will request that repurchase agreements be preceded by a master repurchase agreement between the investor and the financial institution or dealer. The master agreement should define the nature of the transaction, identify the relationship between the parties, establish normal practices regarding ownership and custody of the collateral securities during the term of the investment, provide remedies in the case of default by either party, and clarify issues of ownership. The master repurchase agreement protects the investor by eliminating the uncertainty of ownership and hence, allows investors to liquidate collateral if a bank or dealer defaults during the term of the agreement.

Maturity: The date on which the principal or stated value of an investment becomes due and payable.

Money Market: The market in which short-term debt instruments (bills, commercial paper, bankers' acceptances, etc.) are issued and traded.

Offer: The price asked by a seller of securities. (When you are buying securities, you ask for an offer.) See Asked and Bid.

Open Market Operations: Purchases and sales of government and certain other securities in the open market by the New York Federal Reserve Bank as directed by the FOMC in order to

influence the volume of money and credit in the economy. Purchases inject reserves into the bank system and stimulate growth of money and credit; sales have the opposite effect. Open market operations are the Federal Reserve's most important and most flexible monetary policy tool.

Portfolio: Collection of securities held by an investor.

Primary Dealer: A primary dealer is made up of a group of government securities dealers that submits daily reports of market activity and positions and monthly financial statements to the Federal Reserve Bank of New York and is subject to its informal oversight. Primary dealers include Securities and Exchange Commission (SEC) registered securities broker-dealers, banks and a few unregulated firms.

Prudent Person Rule: An investment standard. Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived.

Qualified Public Depositories: A financial institution that does not claim exemption from the payment of any sales or compensating use or ad valorem taxes under the laws of this state, and that has segregated for the benefit of the Public Deposit Protection Commission eligible collateral having a value of not less than its maximum liability and which has been approved by the commission to hold public deposits.

Rate of Return: The yield obtainable on a security based on its purchase price or its current market price. This may be the amortized yield to maturity on a bond or the current income return.

Repurchase Agreement (RP or REPO): A holder of securities sells these securities to an investor with an agreement to repurchase them at a fixed price on a fixed date. The security "buyer" in effect lends the "seller" money for the period of the agreement, and the terms of the agreement are structured to compensate him for this. Dealers use RP extensively to finance their positions. Exception: When the Fed is said to be doing RP, it is lending money that is, increasing bank reserves.

Safekeeping: A service to customers rendered by banks for a fee whereby securities and valuables of all types and descriptions are held in the bank's vaults for protection.

SEC Rule 15C3-1: See uniform Net Capital Rule.

Secondary Market: A market made for the purchase and sale of outstanding issues following the initial distribution.

Securities & Exchange Commission (SEC): Agency created by Congress to protect investors in securities transactions by administering securities legislation.

Structured Notes: Notes issued by Government Sponsored Enterprises (FHLB, FNMA, SLMA, etc.) and Corporations, which have imbedded options (e.g., call features, step-up coupons, floating rate coupons, derivative-based returns) into their debt structure. Their market performance is impacted by the fluctuation of interest rates, the volatility of the imbedded options and shifts in the shape of the yield curve.

Treasury Bills (T Bills): A non-interest bearing discount security issued by the U.S. Treasury to finance the national debt. Most bills are issued to mature in three months, six months or one year.

Treasury Bond: Long-term U.S. Treasury securities having initial maturities of more than ten years.

Treasury Notes: Intermediate-term, coupon-bearing U.S. Treasury securities having initial maturities from one to ten years.

Uniform Net Capital Rule: Securities and Exchange Commission requirement that member firms as well as nonmember broker-dealers in securities maintain a maximum ratio of indebtedness to liquid capital of 15 to 1; also called *net capital rule* and *net capital ratio*. Indebtedness covers all money owed to a firm, including margin loans and commitments to purchase securities, one reason new public issues are spread among members of underwriting syndicates. Liquid capital includes cash and assets easily converted into cash.

Yield: The rate of annual income return on an investment, expressed as a percentage. (a) **Income Yield** is obtained by dividing the current dollar income by the current market price of the security. (b) **Net Yield** or **Yield to Maturity** is the current income yield minus any premium above par.



Council Agenda Item

Item 17
C'Sec Use Only

Budget Account Code:	Meeting Date: October 18, 2016
Budgeted Amount:	Department/ Requestor: Finance/H.R. Manager Boyd
Fund Balance-before expenditure:	Prepared by: Finance/H.R. Manager Boyd
Estimated Cost:	Date Prepared: September 23, 2016
Exhibits:	Proposed Resolution

AGENDA SUBJECT

CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON RESOLUTION NO. 2016-527 APPOINTING A CHIEF INVESTMENT OFFICER AND MEMBERS TO SERVE ON THE INVESTMENT COMMITTEE. [BOYD]

SUMMARY

Please be advised the 2015-2016 Investment Committee consists of City Administrator Jeff Flanigan, Chief Investment Officer Patrick Taylor and Mayor Pro Tem Scott Levine.

POSSIBLE ACTION

Approve, Table, Deny

Inter - Office Use			
Approved by:			
Department Head/ Requestor:	<i>Johnna Boyd</i>	Date: <i>JTB</i>	10/14/2016
City Attorney:		Date:	
City Administrator:	<i>Jeff Flanigan</i>	Date: <i>JF</i>	10/14/2016

RESOLUTION NO. 2016-527
(2016-2017 Chief Investment Officer and Committee)

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PARKER,
COLLIN COUNTY, TEXAS APPOINTING A CHIEF INVESTMENT
OFFICER AND MEMBERS TO SERVE ON THE INVESTMENT
COMMITTEE.**

WHEREAS, the laws of the State of Texas require a municipality to appoint a chief investment officer, and approves the use of an investment committee to review the investment policies of the municipality, all in accordance with Chapter 2256 of the Texas Government Code;

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

SECTION 1. Appointment of Chief Investment Officer

Patrick Taylor is hereby appointed to serve as the Chief Investment Officer for the City of Parker.

SECTION 2. Appointment of Committee Members

The following are hereby appointed to serve on the Investment Committee:

	<u>TITLE</u>
Jeff Flanigan	City Administrator
Patrick Taylor	Councilmember
Cleburne Raney	Councilmember

DULY PASSED AND APPROVED by the City Council of the City of Parker, Collin County, Texas on this the 18th day of October, 2016.

CITY OF PARKER:

Z Marshall, Mayor

ATTEST:

APPROVED AS TO FORM:

Patti Scott Grey, City Secretary

Brandon Shelby, City Attorney



Council Agenda Item

Item 18
C'Sec Use Only

Budget Account Code:	Meeting Date:	October 18, 2016
Budgeted Amount:	Department/ Requestor:	City Secretary
Fund Balance-before expenditure:	Prepared by:	Patti Scott Grey
Estimated Cost:	Date Prepared:	September 23, 2016
Exhibits:	<ol style="list-style-type: none"> 1. Proposed Resolution 2. Cleburne Raney's resignation, dated September 10, 2016 3. Res. No. 2015-496 (2015 P&Z Appointments) 4. Application(s): David Leamy, Larkin Crutcher & Marilyn Kittrell 	

AGENDA SUBJECT

CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON RESOLUTION NO. 2016-528 MAKING APPOINTMENTS TO THE PLANNING AND ZONING (P&Z) COMMISSION. [FLANIGAN]

SUMMARY

The following Commissioner(s), whose term(s) will expire soon, expressed desire to continue to serve on the Planning and Zoning (P&Z) Commission:

Member	Position	Term Expiration
Joe Lozano	Place Two; Vice Chairperson	Nov.-16

Due to Cleburne Raney's recent appointment to City Council, he has resigned his position on the P&Z. Therefore the City has a vacancy.

<u>Vacancy</u>	Place four;	Nov.-16
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The City Secretary received P&Z Board or Commission Applications from P&Z Alternate 2 David Leamy, Larkin Crutcher, and Marilyn Kittrell (Applications attached.)

If Council chooses to appoint David Leamy to the P&Z Board, a vacancy will be created in the Alternate 2 position with a term expiring in Nov. 17.

Vacancy

Alternate Two (2) Nov.-17

POSSIBLE ACTION

Approve, Table or Deny

Inter - Office Use			
Approved by:			
Department Head/ Requestor:	<i>Patti Scott Grey</i>	Date: <i>PSG</i>	10/14/2016
City Attorney:	<i>Brandon S. Shelby</i>	Date:	10/11/2016
City Administrator:	<i>Jeff Flanigan</i>	Date: <i>JF</i>	10/14/2016

RESOLUTION NO. 2016-528
(2017-2018 P&Z Appointments)

**A RESOLUTION OF THE CITY OF PARKER, COLLIN COUNTY,
TEXAS, APPOINTING MEMBERS AND ALTERNATE MEMBERS TO
SERVE ON THE PLANNING AND ZONING COMMISSION**

WHEREAS; Members and Alternates of the Planning and Zoning serve in staggered two year terms, commencing on December 1st and ending on November 30th, as set forth below:

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

SECTION 1. Appointment of Voting Members with terms expiring November 30, 2018

The following is hereby appointed to serve on the Planning and Zoning Commission as voting member for a term of two years, expiring November 30 of 2018.

Place 2	Joe Lozano
Place 4	David Leamy

SECTION 2. Voting Members with terms expiring November 30, 2017

The following were previously appointed to serve on the Planning and Zoning Commission as voting members for a two year term, expiring November 30, 2017.

Place 1	Russell Wright
Place 3	Wei Wei Jeang
Place 5	Jasmat Sutaria

SECTION 3. Alternate Members with terms expiring November 30, 2017

The following were previously appointed to serve on the Planning and Zoning Commission as Alternate Members for a two year term, expiring November 30, 2017.

Alternate 1	Tony Cassavechia
Alternate 2	_____
Alternate 3	JR Douglas

SECTION 4. Appointment of Officers

The officers of the Planning and Zoning Commission shall include a Chairperson, Vice-chairperson, and Secretary for a term of two-years, expiring on the same date as the member's term, unless otherwise designated by council.

Chairperson	Russell Wright
Vice Chairperson	Joe Lozano
Secretary	_____

SECTION 5. Effective Date

This resolution shall be effective upon its passage.

PASSED AND APPROVED by the City Council of the City of Parker, Collin County, Texas on this the 18th day of October, 2016.

CITY OF PARKER:

Z Marshall, Mayor

ATTEST:

APPROVED AS TO FORM:

Patti Scott Grey, City Secretary

Brandon Shelby, City Attorney

September 10, 2016

To: Z Marshall
Mayor, City of Parker
Jeff Flanigan
City Administrator, City of Parker

From: Cleburne Raney
City Council Member, City of Parker

Re: Resignation from the Planning & Zoning Committee
City of Parker

This memo is to inform you that I need to resign my position as a member of the Planning & Zoning Committee and the Capital Improvement Advisory Committee for the City of Parker due to my appointment to serve of the City of Parker City Council. I have enjoyed serving the P & Z for the past four years.

I look forward to my tenure as a member of the City of Parker City Council.

Sincerely,

H. Cleburne Raney
City Council Member, City of Parker

RESOLUTION NO. 2015-496
(2015 P&Z Appointments)

**A RESOLUTION OF THE CITY OF PARKER, COLLIN COUNTY,
TEXAS, APPOINTING MEMBERS AND ALTERNATE MEMBERS TO
SERVE ON THE PLANNING AND ZONING COMMISSION**

WHEREAS; Members and Alternates of the Planning and Zoning serve in staggered two year terms, commencing on December 1st and ending on November 30th, as set forth below:

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

SECTION 1. Appointment of Voting Members with terms expiring November 30, 2017

The following are hereby appointed to serve on the Planning and Zoning Commission as voting members for a term of two years, expiring November 30 of 2017.

Place 1	Russell Wright
Place 3	Wei Wei Jeang
Place 5	Jasmat Sutaria

SECTION 2. Voting Members with terms expiring November 30, 2016

The following were previously appointed to serve on the Planning and Zoning Commission as voting members for a two year term, expiring November 30, 2016.

Place 2	Joe Lozano
Place 4	Cleburne Raney

SECTION 3. Alternate Members with terms expiring November 30, 2017

The following are hereby appointed to serve on the Planning and Zoning Commission as Alternate Members for a two year term, expiring November 30, 2017.

Alternate 1	Tony Cassavechia
Alternate 2	David Learn
Alternate 3	JR Douglas

SECTION 4. Appointment of Officers

The officers of the Planning and Zoning Commission shall include a Chairperson, Vice-chairperson, and Secretary for a term of two-years, expiring on the same date as the member's term, unless otherwise designated by council.

Chairperson Russell Wright
Vice Chairperson Joe Lozano
Secretary Cleburne Raney

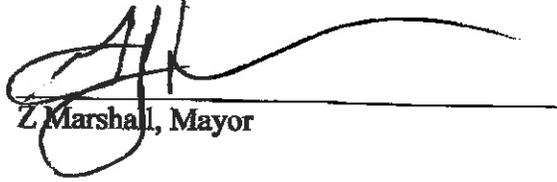
SECTION 5. Effective Date

This resolution shall be effective upon its passage.

PASSED AND APPROVED by the City Council of the City of Parker, Collin County, Texas on this the 17th day of November, 2015.



APPROVED:
CITY OF PARKER


Z. Marshall, Mayor

ATTEST:



Patti Scott Grey, City Secretary

APPROVED AS TO FORM:



James E. Shepherd, Municipal Attorney



RECEIVED
JUL 22 2016
CITY OF PARKER

BOARD OR COMMISSION APPLICATION

All applications are date stamped at the time submitted. Applications will be kept on file with the City Secretary for a period of 12 months.

Please read Resolution 2013-433 beginning on page 4 of this application carefully regarding the appointment process.

All questions are to be directed to City Secretary Patti Scott Grey at 972-442-6811 or by email at pgrey@parkertexas.us.

Please complete thoroughly and print legibly in ink or type.

Please write a "1" and "2" by your top two preferred Boards:

①	<input checked="" type="checkbox"/>	Planning and Zoning Commission	<input type="checkbox"/>	Zoning Board of Adjustments	2
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Please answer the following questions:

Name: DAVID LEAMY Phone: 214-536-7053

Home Address: 5801 Rathbone Dr Spouse's Name (Optional):

Email Address: dauleamy@aol.com Best Method to Contact You: Phone/EMAIL

Resident of Parker for 12 Years Are you a registered voter?: yes

Residency requirements: 12 months residing in the City of Parker.

Are you related to any City employee and/or City Councilmember? YES NO
if yes please provide name and position:

Occupation: Retired

Education: BBA - BS Mgt and Accounting

Work Experience Applicable to the City Boards or Commissions to which you are applying:
Been on City Council, ZBA, P&Z. Now
Member to P&Z

Special Knowledge or Experience Applicable to the City Boards/Commissions to which you are applying:
See Above

Previous Volunteer Experience:

See Questions Above

Have you attended any meetings of the board/commission for which you have applied? Yes

HAVE SERVED AS A ALT VOTING MEMBER OF P&Z

Please tell us briefly why you wish to serve as a volunteer and how your past business and/or work experience qualifies you:

I Think My P&Z History of serving
this city as a Council member, Voting ZBA
Member, and ~~As~~ As A Alternate & Member of
The P&Z should indicate my desire to
serve this city

A resume may be attached if you wish to provide more information.

In the event that I am placed as a volunteer with the City of Parker, I understand that I will be required to comply with all the City's rules, policies and regulations. I fully understand that if my services are no longer needed, or my performance is not acceptable, for any reason, the City of Parker has the right to terminate my appointment at any time, with or without notice.

Signature:

David Stearny

Date:

7/22/2014

Please return to City of Parker, City Secretary, 5700 E. Parker Road, Parker, Texas 75002, Fax 972-442-2894 or Email pgrey@parkertexas.us.

NOTE: Information on this application is subject to the Texas Public Information Act.

Individuals appointed to serve on a board/commission/committee will be required to complete two hours of training relative to the Texas Open Meetings Act and Public Information Act.



RECEIVED

OCT 07 2016

BY CITY SECRETARY
CITY OF PARKER

BOARD OR COMMISSION APPLICATION

All applications are date stamped at the time submitted. Applications will be kept on file with the City Secretary for a period of 12 months.

Please read Resolution 2013-433 beginning on page 4 of this application carefully regarding the appointment process.

All questions are to be directed to City Secretary Patti Scott Grey at 972-442-6811 or by email at pgrey@parkertexas.us.

Please complete thoroughly and print legibly in ink or type.

Please write a "1" and "2" by your top two preferred Boards:

1	Planning and Zoning Commission
---	-----------------------------------

	Zoning Board of Adjustments	
--	--------------------------------	--

Please answer the following questions:

Name: Larkin Crutcher Phone: 972 467 7798

Home Address: 5305 Estate Ln Spouse's Name (Optional): _____

Email Address: larkin.crutcher@verizon.net Best Method to Contact You: Phone

Resident of Parker for 16 Years Are you a registered voter?: Yes

Residency requirements: 12 months residing in the City of Parker.
Are you related to any City employee and/or City Councilmember? YES NO
If yes please provide name and position: _____

Occupation: Retired Engineer

Education: Electrical Engineer

Work Experience Applicable to the City Boards or Commissions to which you are applying:

I have a long career in Engineering. I have done work as a general contractor in residential construction. I am also reviewing for property covenants on street.

Special Knowledge or Experience Applicable to the City Boards/Commissions to which you are applying:

Previous Volunteer Experience:

Have you attended any meetings of the board/commission for which you have applied? Yes

Please tell us briefly why you wish to serve as a volunteer and how your past business and/or work experience qualifies you:

I would like to serve the city that I love to call home,

A resume may be attached if you wish to provide more information.

see my LinkedIn page for detailed review

In the event that I am placed as a volunteer with the City of Parker, I understand that I will be required to comply with all the City's rules, policies and regulations. I fully understand that if my services are no longer needed, or my performance is not acceptable, for any reason, the City of Parker has the right to terminate my appointment at any time, with or without notice.

Signature: *Michael Luntz* Date: 10/6/2016

Please return to City of Parker, City Secretary, 5700 E. Parker Road, Parker, Texas 75002, Fax 972-442-2894 or Email pgrey@parkertexas.us.

NOTE: Information on this application is subject to the Texas Public Information Act.
Individuals appointed to serve on a Board/Commission/Committee will be required to comply to the extent of their authority relative to the Texas Open Meetings Act and Public Information Act.



RECEIVED
OCT 11 2016
CITY OF PARKER

BOARD OR COMMISSION APPLICATION

All applications are date stamped at the time submitted. Applications will be kept on file with the City Secretary for a period of 12 months.

Please read Resolution 2013-433 beginning on page 4 of this application carefully regarding the appointment process.

All questions are to be directed to City Secretary Patti Scott Grey at 972-442-6811 or by email at pgrey@parkertexas.us.

Please complete thoroughly and print legibly in ink or type.

Please write a "1" and "2" by your top two preferred Boards:

<input checked="" type="checkbox"/>	Planning and Zoning Commission	<input type="checkbox"/>	Zoning Board of Adjustments
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Please answer the following questions:

Name: Marilyn Kittrell Phone: 214-412-7303

Home Address: 5804 Glenmore Dr, Parker, TX 75002 Spouse's Name (Optional): Mike Kittrell

Email Address: mkkittrell@kw.com Best Method to Contact You: text

Resident of Parker for 3 Years Are you a registered voter?: yes

Residency requirements: 12 months residing in the City of Parker.

Are you related to any City employee and/or City Councilmember? YES NO
If yes please provide name and position: _____

Occupation: Realtor / Broker Associate - Residential & Commercial Real Estate

Education: College & Independent studies

Work Experience Applicable to the City Boards or Commissions to which you are applying:

I've been self-employed since 22 years old. I've owned, operated and sold 2 companies and am well versed in t
operations, budgets, investments and real estate.

Special Knowledge or Experience Applicable to the City Boards/Commissions to which you are applying:

My real estate knowledge lends a unique perspective to planning and zoning. I'm interested in the growth and ex
of Parker from a business standpoint, but also in the way which best serves our residents. I would like to be mon
and help support the best avenues of growth and expansion.

Previous Volunteer Experience:

I've always been involved in community support and volunteer activities. Before moving to Parker, I was involved in civic organizations and clubs as well as local government support. I've always been a firm believer in giving back to your community. Currently, I serve as a VP on the Parker Women's Club board, am an election volunteer, and have been involved in Parkerfest.

Have you attended any meetings of the board/commission for which you have applied? not yet

Please tell us briefly why you wish to serve as a volunteer and how your past business and/or work experience qualifies you:

I believe my experience in real estate and my years of owning and operating my own companies gives me special knowledge to apply to the P&Z board. My willingness to serve my community and contribute to the best efforts for growth in Parker has no agenda except to see positive results for our community. I feel very fortunate to have landed in such a wonderful community and would like to do my part in continuing to make Parker a wonderful place to live.

A resume may be attached if you wish to provide more information.

In the event that I am placed as a volunteer with the City of Parker, I understand that I will be required to comply with all the City's rules, policies and regulations. I fully understand that if my services are no longer needed, or my performance is not acceptable, for any reason, the City of Parker has the right to terminate my appointment at any time, with or without notice.

Signature: Marilyn Kittrell Date: 10-10-2016

Please return to City of Parker, City Secretary, 5700 E. Parker Road, Parker, Texas 75002, Fax 972-442-2894 or Email pgrev@parkertexas.us

NOTE: Information on this application is subject to the Texas Public Information Act.

Individuals appointed to serve on a board/commission/committee will be required to complete two hours of training relative to Ethics, Open Meetings Act, and Public Information Act.



Council Agenda Item

Item 19
C'Sec Use Only

Budget Account Code:	Meeting Date: October 18, 2016
Budgeted Amount:	Department/ Requestor: City Secretary
Fund Balance-before expenditure:	Prepared by: Patti Scott Grey
Estimated Cost:	Date Prepared: September 23, 2016
Exhibits:	<ol style="list-style-type: none"> 1. Proposed Resolution 2. Application – James Clay

AGENDA SUBJECT

CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON RESOLUTION NO. 2016-529 MAKING APPOINTMENTS TO THE ZONING BOARD OF ADJUSTMENTS. [FLANIGAN]

SUMMARY

The following Zoning and Board of Adjustments (ZBA) members, whose term(s) will expire soon, expressed their desire to continue to serve on the ZBA in their current positions:

Member	Position	Term Expiration
Hal Camp	Place Two (2); Voting	Nov.-30
Don Dickson	Place Four (4); Voting	Nov.-30
James Clay	Alternate One (1)	Nov.-30
Phil Steiman	Alternate Two (2)	Nov.-30

The City Secretary received a ZBA Board or Commission Applications (attached) for the following:

- James Clay

POSSIBLE ACTION

- Approve, Table or Deny

Inter – Office Use			
Approved by:			
Department Head:	<i>Patti Scott Grey</i>	Date: <i>PS</i>	10/14/2016
City Attorney:	<i>Brandon S. Shelby</i>	Date:	10/11/2016
City Administrator:	<i>Jeff Flanigan</i>	Date: <i>JF</i>	10/14/2016

RESOLUTION NO. 2016-529
(2016 Zoning Board of Adjustment Appointments)

**A RESOLUTION OF THE CITY OF PARKER, COLLIN COUNTY,
TEXAS, APPOINTING MEMBERS AND ALTERNATE MEMBERS TO
SERVE ON THE ZONING BOARD OF ADJUSTMENT**

WHEREAS, Members and Alternate Members of the Zoning Board of Adjustment serve in staggered two year terms, commencing December 1st and ending on November 30th as set forth below:

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

SECTION 1. Appointment of Voting Members with terms expiring November 1, 2018

The following are hereby appointed to serve on the Zoning Board of Adjustment as voting members for the remainder of a two year term, expiring November 30, 2018 or until their successors are appointed and qualified.

Place 2	Hal Camp
Place 4	Don Dickson

SECTION 2. Appointment of Voting Members with terms expiring November 30, 2017

The following are hereby appointed to serve on the Zoning Board of Adjustments as voting members for a term of two years, expiring November 30, 2017 or until their successors are appointed and qualified.

Place 1	Jack Albritton
Place 3	Andrew Ellison
Place 5	Brian Deaver

SECTION 3. Appointment of Alternate Members with terms expiring November 30, 2018

The following are hereby appointed to serve on the Zoning Board of Adjustment as alternate members for the unexpired portion of a two year term, expiring November 30, 2018 or until their successors are appointed and qualified.

Alternate 1	James Clay
Alternate 2	Phil Steiman

SECTION 4. Appointment of Officers

The officers of the Zoning Board of Adjustment shall include a Chairperson and Vice-chairperson, for a term of two-years, expiring on the same date as the member's term, unless otherwise designated by council.

Chairperson Jack Albritton
Vice Chairperson Don Dickson

SECTION 5 Effective Date

This resolution shall be effective upon its passage.

PASSED AND APPROVED by the City Council of the City of Parker, Collin County, Texas on this the 18th day of October, 2016.

APPROVED:

Z Marshall, Mayor

ATTEST:

Patti Scott Grey, City Secretary

APPROVED AS TO FORM:

Brandon Shelby, City Attorney



RECEIVED
AUG 29 2016
CITY OF PARKER

BOARD OR COMMISSION APPLICATION

All applications are date stamped at the time submitted. Applications will be kept on file with the City Secretary for a period of 12 months.

Please read Resolution 2013-433 beginning on page 4 of this application carefully regarding the appointment process.

All questions are to be directed to City Secretary Patti Scott Grey at 972-442-6811 or by email at pgrey@parkertexas.us.

Please complete thoroughly and print legibly in ink or type.

Please write a "1" and "2" by your top two preferred Boards:

Planning and Zoning Commission	Zoning Board of Adjustments	<input checked="" type="checkbox"/>
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Please answer the following questions:

Name: JAMES CLAY Phone: 29 AUG. 2016

Home Address: 2007 DUBLIN RD Spouse's Name (Optional): JAN

Email Address: clay@verizon.net Best Method to Contact You: PHONE

Resident of Parker for 20+ Years Are you a registered voter?: YES

Residency requirements: 12 months residing in the City of Parker.

Are you related to any City employee and/or City Councilmember? YES NO
If yes please provide name and position: _____

Occupation: RETIRED VETERINARIAN. OIL & GAS EXPLORATION

Education: 7+ COLLEGE YRS

Work Experience Applicable to the City Boards or Commissions to which you are applying:
SERVED ON P.Z., ZBA, COUNCIL; F.D. RECRUITMENT COMMITTEE

Special Knowledge or Experience Applicable to the City Boards/Commissions to which you are applying:
SEE ABOVE. CURRENTLY SERVE ON AN HOA BOARD AND
4 BUSINESS BOARDS

Previous Volunteer Experience:

SEE ABOVE. CO-FOUNDER COLLIN COUNTY VETERINARY MEDICAL ASSOCIATION; BOARD OF DIRECTORS TVMA; CHAIRMAN ETHICS COMMITTEE BCVMA

Have you attended any meetings of the board/commission for which you have applied? YES

Please tell us briefly why you wish to serve as a volunteer and how your past business and/or work experience qualifies you:

SEE ABOVE

I HAVE HAD PAST NTCOG COURSES REGARDING ETHICS, OPEN MEETINGS; ETC.
CERTIFIED BY NTCOG AS A CITY PLANNER.

A resume may be attached if you wish to provide more information.

In the event that I am placed as a volunteer with the City of Parker, I understand that I will be required to comply with all the City's rules, policies and regulations. I fully understand that if my services are no longer needed, or my performance is not acceptable, for any reason, the City of Parker has the right to terminate my appointment at any time, with or without notice.

Signature: James Clay Date: 29 Aug 2016

Please return to City of Parker, City Secretary, 5700 E. Parker Road, Parker, Texas 75002, Fax 972-442-2894 or Email pgrey@parkertexas.us.

NOTE: Information on this application is subject to the Texas Public Information Act.

Individuals appointed to serve on a board/commission/committee will be required to complete two hours of training related to the Texas Open Meetings Act and Public Information Act.



Council Agenda Item

Item 20
C'Sec Use Only

Budget Account Code:	Meeting Date:	October 18, 2016
Budgeted Amount:	Department/ Requestor:	City Council
Fund Balance-before expenditure:	Prepared by:	Councilmember Pettie
Estimated Cost:	Date Prepared:	October 11, 2016
Exhibits:	<ol style="list-style-type: none"> 1. See the Sept. 6, 2016 City Council Meeting Minutes, Item #3 2. Fire Department Staffing Presentation 	

AGENDA SUBJECT

CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON RELEASING FUNDS FOR THE PARKER VOLUNTEER FIRE DEPARTMENT FOR PERSONNEL COSTS. [PETTLE]

SUMMARY

At the time the 2016-2017 Budget was approved, funds for the Fire Department paid firefighters were not authorized to be spend until Human Resources, Fiscal, Personnel and legal questions were resolved. These questions have been resolved and funds for paid firefighters may be released.

POSSIBLE ACTION

- Approve, Table or Deny

Inter - Office Use			
Approved by:			
Department Head:		Date:	
City Attorney:		Date:	
City Administrator:	<i>Jeff Flanigan</i>	Date: <i>TF</i>	10/14/2016

Fire Dept. Staffing: Budget Request for FY 2017



Background

- On June 6, 2016 the dept. began staffing part-time, paid weekday coverage utilizing a 10 hr. shift comprised of 1 paid officer, 1 paid driver and supplemented by volunteers earning stipend pay.
- Officer and driver positions require prerequisite skills and experiences. A different set of skills and less experience is required of a member filling a firefighter slot.
- We hired 12 part-time personnel plus 2 PRNs and retained approx. 20 volunteers, many of whom are full-time paid firefighters on neighboring depts., but who lacked the complete skill set and experience required for officer or driver.
- The dept. utilizes sophisticated scheduling software that tracks both paid and stipend hours, facilitates signup by stipend firefighters, and prompts supervisory-level FD chiefs or select officers to approve a shift change or stipend request before it becomes effective.

Coverage Statistics

- For the period June 6 – August 31, 2016

Firefighter Weekday coverage	Jun	Jul	Aug
Weekdays without coverage	0%	0%	0%
Weekdays with two paid firefighters	100%	100%	100%
Weekdays with two paid + at least 1 stipend firefighter	68%	81%	91%
Paramedic included in shift	100%	100%	100%
Paid days in month	19	21	23

Staffing Recommendation

- Expand part-time paid/stipend coverage from 5 days (Monday – Friday, 8am to 6pm) to 7 days daytime coverage (8am – 6pm).
- Increase the number of part-time paid personnel from 14 to 16 by adding 2 “PRN” slots to facilitate coverage.
 - As a reminder, part time personnel are not paid unless they work a shift as either an Officer or Driver.
- No change to the third daytime firefighter position covered by volunteers under our stipend program.
- Continue evening, night and early morning coverage by volunteers responding from home.

FY 2017 FD Budget

- All-in annual cost of staffing 7 days, 8am – 6pm:
 - Employee* \$159,388
 - Stipend program \$ 15,600
 - Reimbursement per call \$ 10,000
- Total budget FY 2017 \$184,988

* Includes social security, W/C, Medicare, TWC

FY 2017 Staffing Cost Detail

Assumptions: 12 people , 2 per shift
 Monday - Sunday, 8am to 6pm
 Based on shift calendar

Employee	Shifts per Hours per		Total Hours	Rate of Pay	Annual Pay	Social Security	Medicare	W/Comp	TWC	Total w/Benefits	Annual PTO Accrual
	Year	Shift									
1A	61	10	610	\$18.00	\$10,980.00	\$680.76	\$159.21	\$155.50	\$208.62	\$12,184.09	35.19
1B	61	10	610	\$20.00	\$12,200.00	\$756.40	\$176.90	\$155.50	\$231.80	\$13,520.60	35.19
2A	61	10	610	\$18.00	\$10,980.00	\$680.76	\$159.21	\$155.50	\$208.62	\$12,184.09	35.19
2B	61	10	610	\$20.00	\$12,200.00	\$756.40	\$176.90	\$155.50	\$231.80	\$13,520.60	35.19
3A	61	10	610	\$18.00	\$10,980.00	\$680.76	\$159.21	\$155.50	\$208.62	\$12,184.09	35.19
3B	61	10	610	\$20.00	\$12,200.00	\$756.40	\$176.90	\$155.50	\$231.80	\$13,520.60	35.19
4A	61	10	610	\$18.00	\$10,980.00	\$680.76	\$159.21	\$155.50	\$208.62	\$12,184.09	35.19
4B	61	10	610	\$20.00	\$12,200.00	\$756.40	\$176.90	\$155.50	\$231.80	\$13,520.60	35.19
5A	61	10	610	\$18.00	\$10,980.00	\$680.76	\$159.21	\$155.50	\$208.62	\$12,184.09	35.19
5B	61	10	610	\$20.00	\$12,200.00	\$756.40	\$176.90	\$155.50	\$231.80	\$13,520.60	35.19
6A	61	10	610	\$18.00	\$10,980.00	\$680.76	\$159.21	\$155.50	\$208.62	\$12,184.09	35.19
6B	61	10	610	\$20.00	\$12,200.00	\$756.40	\$176.90	\$155.50	\$231.80	\$13,520.60	35.19
Totals	732	120	7320	228	\$139,080.00	\$8,622.96	\$2,016.66	\$1,866.00	\$2,642.52	\$154,228.14	422.31
PRN	PTO Cover		116	\$18.00	\$2,088.00	129.46	30.28	155.55	39.67	2,442.95	
PRN	PTO Cover		116	\$20.00	\$2,320.00	143.84	33.64	155.55	44.08	2,717.11	
PRN	PTO Cover		116	\$18.00	\$2,088.00	129.46	30.28	155.55	39.67	2,442.95	
PRN	PTO Cover		116	\$20.00	\$2,320.00	143.84	33.64	155.55	44.08	2,717.11	
Totals					\$4,408.00	273.30	63.92	311.10	83.75	5,160.06	
Grand Total - Employee					\$143,488.00	\$8,896.26	\$2,080.58	\$2,177.10	\$2,726.27	\$159,388.20	
Stipend Pay -										\$15,600.00	
Reimbursement per Call										\$10,000.00	
										\$184,988.20	

CITY COUNCIL
FUTURE AGENDA ITEMS

	ITEM DESCRIPTION	CONTACT	Notes
2016			
TBD	Create a comprehensive zoning ordinance review committee (Fence Requirements)	Council	discussion requested 3/17
TBD	Annual Codification Supplement	C'Sec	April
TBD	Alarm Ord.		3/1/16 Email C. Pettie
TBD	Solicitors' Permit Ord.		3/1/16 Email C. Pettie
TBD	Charter Committee	Flanigan	Added 12/4/15; 3/10 Budget/Planning Session
Jan., Apr., July., Oct,	Republic Waste Report		REQUIRED PER ORDINANCE AND AGREEMENT.
Oct. 24-Nov. 4	Election - Early Voting	Marshall	November Election - Parker City Hall
OCT/NOV	Legislative Issues Package	Pettie	09202016 CC Mtg
Nov. 8	Election Day	Marshall	November Election - Parker City Hall
Nov. 15	Noise - Southfork exceeds Ord. levels	Flanigan	8/10 Public Comment
Nov. 15	Impact Fees	Marshall	Aug. 23, 2016
Nov/Dec	Naming a Street for former CM Tom Stone	Marshall	Sept. 6, 2013