

MINUTES
CITY COUNCIL MEETING
JANUARY 19, 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 Marshall called the meeting to order at 7:01 p.m. Council members Levine, Pettie, Standridge, Stone, and Taylor were present.

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

PLEDGE OF ALLEGIANCE

AMERICAN PLEDGE: Cindy Meyer led the pledge.

TEXAS PLEDGE: Steve Sallman 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.

Mayor Marshall requested two (2) items, item #2 and item #5, be pulled from tonight's consent agenda. Council still had three (3) items left to consider, item #1, item #3, and item #4.

1. APPROVAL OF MEETING MINUTES FOR DECEMBER 8, 2015. [SCOTT GREY]
2. APPROVAL OF MEETING MINUTES FOR DECEMBER 15, 2015. [SCOTT GREY]
3. REPUBLIC WASTE QUARTERLY REPORT. [BERNAS]
4. DEPARTMENT REPORTS-ANIMAL CONTROL, BUILDING, COURT, FIRE, POLICE AND WEBSITE

5. CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON ORDINANCE 733 CALLING FOR AN ELECTION TO BE HELD ON MAY 7, 2016 TO ELECT A MAYOR AND TWO CITY COUNCILMEMBERS-AT-LARGE; PROVIDING FOR EARLY VOTING; APPOINTING AN EARLY VOTING CLERK AND DEPUTY EARLY VOTING CLERK, PROVIDING FOR ORDER AND NOTICE OF THE ELECTION. [MARSHALL]

MOTION: Councilmember Taylor moved to approve consent agenda items 1, 3, and 4 as presented and to remove and table items 2 and 5 for a future meeting. Councilmember Standridge seconded with Councilmembers Levine, Pettie, Stone, Standridge, and Taylor voting for. Motion carried 5-0.

INDIVIDUAL CONSIDERATION ITEMS

6. CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON ANNUAL AUDIT REPORT. [BOYD]

Finance/H.R. Manager Johnna Boyd introduced Jon Watson, CPA, with BrooksCardiel, PLLC.

Mr. Watson stated his name and firm's address, 1095 Evergreen Circle, Suite 200, The Woodlands, TX 77380, for the record. He said the 2015 Audit for the City of Parker was completed and he reviewed a PowerPoint presentation, covering various highlights such as Auditor's Opinion, Management's Discussion and Analysis, Basic Financial Statements, and Required Supplementary Information. He encouraged Council and/or staff to contact him should they have any questions. (See Exhibit 1.)

Mayor Marshall asked if the clean, unmodified opinion was the highest rating a City could receive. Mr. Watson said yes that was correct. It was the highest level of assurance.

MOTION: Councilmember Standridge moved to accept the annual audit report as stated and described. Councilmember Taylor seconded with Councilmembers Levine, Pettie, Standridge, Stone and Taylor voting for. Motion carried 5-0.

Councilmember Pettie said the audit was a tribute to city staff.

7. CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON ACCEPTING A DONATION IN THE AMOUNT OF \$150 FROM KATHRYN B. WHITE. [RUSHING]

Mayor Marshall asked Police Chief Rushing to present the item. Police Chief Rushing stated on December 18, 2015, Mr. and Mrs. White, residents of Parker, made a personal donation to the City of Parker Police Department for our Police Officers in the amount of \$150.00. He thanked the Whites for their generous donation.

MOTION: Councilmember Taylor moved to accept the \$150 donation from Mr. and Mrs. White for the City of Parker Police Department. Councilmembers Pettie and Stone seconded.

Mayor Pro Tem Levine asked what the donation was for exactly. Finance/H.R. Manager Boyd said it was only noted that it was a donation for the Police Officers.

City Attorney Shepherd asked Finance/H.R. Manager Boyd how that would be handled she said she would do the accounting for the donation this year, next year it would be included in the budget as an expense, and then it could be spent.

Councilmembers Levine, Pettie, Standridge, Stone and Taylor voted for the item. Motion carried 5-0.

8. CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON OUTDOOR ALERT/ALARM SYSTEM. [FLANIGAN]

City Administrator Jeff Flanigan stated the Outdoor Alert/Alarm System was discussed briefly at the November 10, 2015 Planning Session. Councilmember Stone asked again if it could be considered. Last week we received information from one of the storm siren firms and we provided that information to City Council in their packets. The Emergency Management Team met today. The Fire Chief discussed some other options besides the sirens such as phone apps among other things. He estimated the City of Parker would need approximately four (4) to five (5) storm sirens and the sirens would cost approximately \$20,000 each. It would be something we would need to budget for in future years. He said he was open to thoughts and discussion from City Council and as our Emergency Management Team had thoughts we would bring those comments back to Council.

Mayor Marshall said he understood this was something Councilmember Stone brought forward and it was an ongoing project. Staff would continue to gather information and bring that information back to City Council. The Emergency Management Plan was on the agenda and he planned to give a brief update at that time. Mayor Marshall thanked Councilmember Stone for bringing this to the Council's attention.

Councilmember Standridge said the information indicated there was a grant the City could possibly apply for to offset the cost. Mayor Marshall said it might, although when looking at grants we have to look at the other side of that like what you have to do to get the grant and what you have to produce in order to keep or comply with the grant.

Councilmember Stone said he talked to different cities to see what they had done and Murphy recently added their fifth siren. Most cities paid about \$20,000 and they did not put all the sirens in at one time. There were several different firms that could help, but this was a good start.

Councilmember Pettie asked City Attorney Shepherd if the City had a system and it failed what would the City's liability be. City Attorney Shepherd said the City had sovereign immunity for emergencies such as that, but he could do additional research.

9. CONSIDERATION AND/OR ANY APPROPRIATE ACTION AUTHORIZING MUNICIPAL ENGINEER TO ADVERTISE AND BID THE ALLEN HEIGHTS/SPRINGHILL ROAD CONSTRUCTION AND DRAINAGE. [FLANIGAN]

City Administrator Flanigan said this item was just a formality. It was a budgeted item. City Council and City Staff were following normal procedure, requesting authorization to move forward. The process would take approximately 6-8 weeks. The engineers would come back with bid specifications for City Council to consider awarding a bid for this road project.

Mayor Marshall asked the City Attorney if this required a motion. City Attorney Shepherd said yes it was traditional for City Council to authorize bids to be issued despite the item being budgeted.

MOTION: Councilmember Taylor moved to authorize the Municipal Engineer to advertise and bid the Allen Heights/Springhill Road Construction and Drainage. Councilmember Standridge seconded with Councilmembers Levine, Pettie, Standridge, Stone and Taylor voting for. Motion carried 5-0.

ROUTINE ITEMS

10. UPDATE – EMERGENCY MANAGEMENT PLAN

Mayor Marshall said the City had an Emergency Management Plan that was completed in February of 2012. Due to some recent activity in our area, he asked that we take a look at updating or revising our plan to bring it up-to-date. We had an Emergency Plan Committee, which consists of the Mayor, Mayor Pro Tem, City Administrator, Finance Director, Fire Chief, Police Chief, Councilmember Taylor, City Attorney, plus additional fire and police personnel. He said he wanted everyone to be aware this was something we wanted to be organized and prepared for in case it was necessary. There would be a series of meetings. He said they would be bringing Council in once the Committee had the plan somewhat revised. The next meeting was scheduled in about three (3) weeks. He thanked the committee for their assistance today.

11. FUTURE AGENDA ITEMS

Mayor Marshall asked if there were any items to be added to the future agenda. He noted the tabled election item, along with the Water Rate Review Committee's Consultant proposal would be added. He said the next regularly scheduled meeting would be Tuesday, February 2, 2016; although, he would not be in attendance. Mayor Pro Tem Levine would handle that meeting and requested a 6:00 p.m. starting time, due to prior commitments.

12. ADJOURN

Mayor Marshall adjourned the meeting at 7:36 p.m.



ATTESTED:

Patti Scott Grey, City Secretary

APPROVED:

Mayor Z Marshall

Approved on the 16th day
of February, 2016.

PARKER, TEXAS

Audit Presentation
September 30, 2015

Presented By: Jon Watson, CPA
January 19, 2016



1.19.2016

Exhibit 1

COMPONENTS OF THE ANNUAL FINANCIAL REPORT

- ❖ Auditor's Opinion
- ❖ Management's Discussion and Analysis
- ❖ Basic Financial Statements
 - Government-Wide Statements
 - Fund Level Statements
 - Notes to the Financial Statements
- ❖ Required Supplementary Information

INDEPENDENT AUDITOR'S REPORT

REFERENCE AFR - PAGE 4

- ❖ Clean, unmodified opinion.
- ❖ Highest level of assurance.

FINANCIAL HIGHLIGHTS

REFERENCE A/R - PAGE 17

- ❖ Total assets exceeded total liabilities by \$47,192,433.
- ❖ The City's total net position decreased by \$625,449.
- ❖ City's governmental funds reported combined ending fund balance of \$6,276,450, an increase of \$1,534,037.
- ❖ Unassigned fund balance for the general fund was \$4,434,347 or 159% of total general fund expenditures.

STATEMENT OF REVENUES, EXPENDITURES & CHANGES IN FUND BALANCE

GOVERNMENTAL FUNDS - YEAR ENDING 9/30/2015 REFERENCE AFR PAGE 24

	Debt			Capital		Nonmajor		Total
	General	Service	Projects	Volunteer Fire Department	Governmental Funds			
<u>Revenues</u>								
Total Revenues	\$ 2,870,730	\$ 379,840	\$ 160	\$ 3,835	\$ 3,254,565			
<u>Expenditures</u>								
Total Expenditures	2,785,632	371,743	37,500	10,653	3,205,528			
Total Other Financing Sources	-	-	1,485,000	-	1,485,000			1,485,000
Net Change in Fund Balances	85,098	8,097	1,447,660	(6,818)	1,534,037			1,534,037
Beginning fund balances	4,489,404	93,875	-	159,134	4,742,413			4,742,413
Ending Fund Balances	\$ 4,574,502	\$ 101,972	\$ 1,447,660	\$ 152,316	\$ 6,276,450			\$ 6,276,450

SCHEDULE OF REVENUES, EXPENDITURES & CHANGES IN FUND BALANCE (Budget & Actual)

GENERAL FUND - YEAR ENDING 03/31/2015 - REFERENCE AFR PAGE 67

	Original Budget	Final Budget	Actual	Variance with Final Budget Positive (Negative)
<u>Revenues</u>				
Total Revenues	2,869,500	2,869,500	2,870,730	1,230
<u>Expenditures</u>				
Total Expenditures	3,494,098	3,494,098	2,785,632	708,466
Revenues Over (Under) Expenditures	(624,598)	(624,598)	85,098	709,696
<u>Other Financing Sources (Uses)</u>				
Total Other Financing Sources (Uses)	-	-	-	-
Net Change in Fund Balance	\$ (624,598)	\$ (624,598)	85,098	\$ 709,696
Beginning fund balance			4,489,404	
Ending Fund Balance			\$ 4,574,502	

SCHEDULE OF REVENUES, EXPENSES & CHANGES IN NET POSITION

PROPRIETARY FUNDS - YEAR ENDING 03/31/2017 - REFERENCE AFR PAGE 29

Operating Revenues	Water, Sewer & Sanitation
Total Operating Revenues	\$ 2,801,548
Operating Expenses	Total Operating Expenses
	2,518,042
	Operating Income
	283,506
Nonoperating Revenues (Expenses)	
Total Nonoperating Revenues (Expenses)	(90,270)
Beginning net position	Change in Net Position
	193,236
	11,078,750
	Ending Net Position \$ 11,271,986

GASB 68

Accounting for Pensions

- ❖ City is now required to record a Net Pension Liability or Asset on the balance sheet.
- ❖ TMRS has hired Actuary (Gabriel, Roeder and Smith) to perform the calculation of the liability biannually.
- ❖ Expanded footnote disclosures and required supplementary information.

SCHEDULE OF CHANGES IN NET PENSION LIABILITY AND RELATED RATIOS

YEAR ENDING 9/30/2015 - REFERENCE AFR PAGE 58

	Total Pension Liability (a)	Plan Fiduciary Net Position (b)	Net Pension Liability (a) - (b)
	\$	\$	\$
Balance at 12/31/13	2,749,963	2,067,205	682,758
Changes for the year:			
Service cost	113,443	-	113,443
Interest	189,492	-	189,492
Difference between expected and actual experience	(43,077)	-	(43,077)
Contributions - employer	-	108,296	(108,296)
Contributions - employee	-	63,331	(63,331)
Net investment income	-	118,262	(118,262)
Benefit payments, including refunds of emp. contributions	(199,299)	(199,299)	-
Administrative expense	-	(1,235)	1,235
Other changes	-	(102)	102
Net changes	60,559	89,253	(28,694)
Balance at 12/31/14	2,810,522	2,156,458	654,064

CONCLUSION

Other Reports and Questions

Presented By: Jon Watson, CPA
January 19, 2016