



## MINUTES OF THE CITY COUNCIL WORKSHOP MEETING

A WORKSHOP MEETING OF THE CITY COUNCIL OF THE CITY OF DEER PARK, TEXAS HELD AT CITY HALL, 710 EAST SAN AUGUSTINE STREET, DEER PARK, TEXAS ON AUGUST 05, 2025 BEGINNING AT 6:30 P.M., WITH THE FOLLOWING MEMBERS PRESENT:

JERRY MOUTON  
SHERRY GARRISON  
TJ HAIGHT  
TOMMY GINN  
RON MARTIN  
JUSTIN LEAGUE  
GEORGETTE FORD

MAYOR  
COUNCILWOMAN  
COUNCILMAN  
COUNCILMAN  
COUNCILMAN  
COUNCILMAN  
COUNCILWOMAN

### OTHER CITY OFFICIALS PRESENT:

JAMES STOKES  
SARA ROBINSON  
JIM FOX  
ANGELA SMITH

CITY MANAGER  
ASST. CITY MANAGER  
CITY ATTORNEY  
CITY SECRETARY

CALL TO ORDER – Mayor Mouton called the workshop to order at 6:30 p.m.

COMMENTS FROM AUDIENCE – No comments received.

1. EXECUTIVE SESSION - PERSONNEL (551.074) - DISCUSSION ON NAMING APPOINTEES TO THE DEER PARK COMMUNITY DEVELOPMENT CORPORATION (CDC) BOARD – Mayor Mouton recessed the meeting at 6:30 p.m. Mayor Mouton reconvened the meeting at 6:36 p.m.
2. RECOGNITION OF EMPLOYEES OF THE FIRST AND SECOND QUARTERS – City Manager James Stokes introduced the 2025 Second Quarter employees for, support, field and team awards. Mr. Stokes acknowledged the employees for their dedication and allowed the directors of each individual employee to speak on their deserving recognition and the impact they have made.

Team of the 2nd Quarter Support- Finance Department- Tara Riley, Accounting Supervisor and Tara Voisin, Senior Accountant

Supervisor of the 1<sup>st</sup> Quarter- Stephanie Register, Tax Assessor

Supervisor of the 2<sup>nd</sup> Quarter- Curtis Shain Olson, Street Maintenance Supervisor

Mr. Stokes stated that the Employee of the 2<sup>nd</sup> Quarter-Support and the Team of the 2<sup>nd</sup> Quarter-Field would be recognized at the next Workshop meeting.

3. PRESENTATION RELATING TO THE COMPLETION OF THE ADVANCED METERING INFRASTRUCTURE (AMI) PROJECT – Performance Services Inc. (PSI) representative George Melancon presented details on the completion of the advanced metering infrastructure project. The project began on April 2024 and was completed July 20, 2025 with no change orders. Mr. Melancon also spoke on the installation of four (4) gateways and stated that there were 246 service relocations from the backyard to the front yard on the properties involved in the project.
4. DISCUSSION OF ISSUES RELATED TO THE GUARANTEED MAXIMUM PRICE (GMP) FOR THE NEW COURT HOUSE BUILDING – Finance Director Nicole Ganey spoke on the results of the GMP bid that came in an estimated \$8M. The GMP has a written clause that the savings from any alternates in the bidding process will go directly to the owner's contingency. As of current, the savings from the alternates is \$209,000. There is also \$360,000 for furniture and equipment along with \$100,000 for the contractor's contingency. Ms. Ganey stated the groundbreaking event for the new court house building will be August 19, 2025.
5. DISCUSSION OF ISSUES RELATED TO THE FISCAL YEAR 2025-2026 DEER PARK COMMUNITY DEVELOPMENT CORPORATION BUDGET – Finance Director Nicole Ganey gave details of the FY 2025-2026 budget for the DPCDC that is funded through sales taxes and that includes current revenue of \$4.45M (tax revenue and investment revenue). The prior year revenue of \$3.9M will be used to fund operating costs primarily for the debt service costs on the bonds approved for the Type B capital projects.

Parks and Recreation Director Kenny Walsh gave an overview of some of the projects for FY 2025-2026 such as the parking lot expansion and restroom renovations at the adult complex, ADA accessible sidewalks in all the parks, a walking trail at San Jacinto Park, an upgrade to the Minchen park field lights and the signs at Spencerview softball complex.

6. DISCUSSION OF ISSUES RELATED TO ASSESSING A PROCESSING FEE FOR CREDIT CARD TRANSACTIONS – Finance Director Nicole Ganey spoke of the excessive monetary burden of credit card processing fees the city is currently absorbing. Ms. Ganey emphasized that there has been, just in the one quarter alone, a \$60,706 processing fee amount incurred through Central Collections, Public Works, Police Department and EMS. This calculation does not include any tax payments or the additional \$21,688 for online utility payments paid with a credit card. Ms. Ganey also mentioned the merchant fees for 2024 reached \$215K. At this point, staff is proposing to implement a 2.5% processing fee to fully cover merchant costs currently incurred by the City. This plan is to assess the fee in phases effective October 1, 2025 beginning with Central Collections (excluding tax payments), Public Works, Police Department and EMS. The plan is to also implement a fee for tax payments effective on October 1, 2026. This is due to software limitations currently in existence. Ms. Ganey also mentioned that there are different payment methods available for the customer to choose from such as cash, checks and preferably bank drafts.

Councilwoman Garrison and Councilwoman Ford asked for more information from staff to give Council an opportunity to view the information and also discuss the credit card transaction fees in more detail.

Staff will bring this topic back to Council after researching the additional information requested.

7. DISCUSSION OF ISSUES RELATED TO TIVITY HEALTH SILVER SNEAKERS PROGRAM AT THE DOW ACTIVE COMPLEX (DAC) – Parks and Recreation Director Kenny Walsh gave a summary of the application staff submitted to Tivity Health to inquire if the DAC and the Avon Center would be beneficial host sites for the Tivity Health fitness program. Upon approval, the programs offered are Silver Sneakers and Prime. Silver Sneakers is a fitness program designed for individuals 65+ as an incentive for insurance or Medicare supplement plans that helps older adults stay active. The Prime fitness program is offered through employer health plans for adults 18-64 to also encourage better health. Once a contract with Tivity is executed, eligibility for members would be activated through a Tivity membership portal for each individual. The benefit for the city is receiving \$3 per scan for every Tivity member with a cap limit of 8 visits. A submittal of a visit report by the 5<sup>th</sup> of every month to Tivity Health would then trigger a reimbursement of the \$3 per scan to the city.

ADJOURN – Mayor Mouton adjourned the workshop meeting at 7:23 p.m.

ATTEST:

APPROVED:

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Angela Smith, TRMC, CMC  
City Secretary

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Jerry Mouton, Jr.  
Mayor