



Sherry Garrison, Council Position 1
TJ Haight, Council Position 2
Tommy Ginn, Council Position 3

Justin League, Council Position 4
Ron Martin, Council Position 5
Georgette Ford, Council Position 6

James Stokes, City Manager
Sara Costlow, Assistant City Manager

Jerry Mouton Jr., Mayor

Angela Smith, City Secretary
Jim Fox, City Attorney

Ordinance No. 4611

Resolution No. 2025-12

CALL TO ORDER

The 1875th meeting of the Deer Park City Council.

INVOCATION

PLEDGE OF ALLEGIANCE

COMMENTS FROM AUDIENCE

The Mayor shall call upon those who have registered to address council in the order registered. There is a THREE minute time limit. A registration sign up form is available in the Council Chambers and citizens must be registered by five minutes prior to the start of the meeting time.

ELECTIONS

1. Presentation of Certificates of Election to Mayor and Council Positions 1, 2, & 3.

[ELE 25-007](#)

Entrega de Actas de Elección Alcade y miembros del Consejo 1, 2 y 3.

Recommended Action:

Mayor will present Certificates of Election to newly elected Council members.

El Alcalde presentará los Certificados de Elección a los miembros del Concejo recién elegidos.

Department:

City Secretary's Office

Attachments:

[Example of Certificate of Election.2025](#)

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2. Complete the Statement of Officer form and administering the Oaths of Office.

[ELE 25-008](#)

Completar el formulario de Declaración de Funcionario y tomar los Juramentos del Cargo

Recommended Action: Statement of Officer form will be completed and the Oath of Office shall be administered to each of the newly elected Council members.
El formulario de Declaración de Funcionario será completado y el Juramento del Cargo será tomado a cada uno de los miembros del Concejo recién electos.

Department: City Secretary's Office

PRESENTATIONS

3. Presentation and recognition of National Volunteer Appreciation Week, April 20-26, 2025.

[PRE 25-026](#)

Recommended Action: Recognize volunteers.

4. Proclamation Recognizing the 65th National Public Works Week.

[PRO 25-004](#)

Recommended Action: Applause.

Department: Public Works

Attachments: [Public Works Proclamation](#)
[PW Poster](#)

5. Proclamation for 56th Annual Professional Municipal Clerks Week.

[PRO 25-005](#)

Recommended Action: Applause.

Attachments: [Municipal Clerk Week 2025](#)

AWARDING/REJECTING BIDS

6. Consideration of and action on amending the awarded Pre-Qualified Professional Services List to include six (6) additional firms.

[AMD 25-004](#)

Recommended Action: Recommend adding the additional six firms listed to the existing pre-qualified list of firms approved by Council on April 15, 2025.

CONSENT CALENDAR

7. Approval of workshop meeting minutes for April 15, 2025.

[MIN 25-038](#)

Recommended Action: Approval of workshop meeting minutes for April 15, 2025.

Department: City Secretary's Office

Attachments: [CC MW 041525](#)

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8. Approval of regular meeting minutes for April 15, 2025.

[MIN 25-039](#)

Recommended Action: Approval of regular meeting minutes for April 15, 2025.

Department: City Secretary's Office

Attachments: [CC MR 041525](#)

9. Acceptance of the Deer Park Community Development Corporation's quarterly report for the period of January 1, 2025 -March 31, 2025.

[RPT 25-019](#)

Recommended Action: Accept the Deer Park Community Development Corporation's quarterly report for the period of January 1, 2025 - March 31, 2025.

Department: City Manager's Office, Finance and Parks & Recreation

Attachments: [2025 FY Cumulative Report 2ndQ](#)

NEW BUSINESS

10. Consideration of and action on the designation of Mayor Pro-Tem.

[PT 25-001](#)

Recommended Action: Accept designation of members to fill each four-month term.

Attachments: [Protem 2025](#)

11. Consideration of and action on approval of Amendment No. 3 to the current contract with Schaumburg & Polk, Inc. (SPI) for additional services for the Deer Park Terrace Street Reconstruction project.

[AGR 25-014](#)

Recommended Action: Approve the amendment to the current contract with Schaumburg & Polk, Inc. (SPI) for additional services for the Deer Park Terrace Street Reconstruction project.

Attachments: [Partially Executed Amendment No. 3](#)

12. Consideration of and action on accepting completion of the San Jacinto Elementary Detention Pond.

[ACT 25-025](#)

Recommended Action: Recommend accepting completion of this project and release final payment along with the retainage being held.

Attachments: [Pay App No. 8 - FINAL_04.11.25 Signed by GSG+DJV](#)

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13. Consideration of and action on an ordinance to adopt the 2024 International Commercial Building and Residential Building, Plumbing, Fuel Gas, Mechanical, Property Maintenance, Energy and Fire Codes and all the appendices. [ORD 25-059](#)

Recommended Action: Approve the 2024 International Building Codes (IBC) ordinance.

Department: Public Works

Attachments: [ORD - 2024 International Building Code Ordinance](#)
[Letter from building official requesting code changes](#)
[Transition from 2018 I-codes to the 2024 I-Codes](#)
[2024 International Building Code - FINAL](#)

14. Consideration of and action on an ordinance to adopt the 2023 National Electrical Code (NEC) and its appendices. [ORD 25-041](#)

Recommended Action: Approve the 2023 National Electrical Codes (NEC) ordinance.

Department: Public Works

Attachments: [2023 NEC Changes](#)
[Letter from building official requesting code changes](#)
[National Electrical Code 2023 Ordinance](#)
[2023 National Electrical Code - FINAL](#)

15. Consideration of and action on an ordinance to amend the Fiscal Year 2024-2025 Budget for the Crime Control and Prevention District for the repayment of sales taxes to the State Comptroller's office. [ORD 25-043](#)

Recommended Action: Approve the ordinance to amend the Fiscal Year 2024-2025 Budget for the CCPD for the repayment of sales taxes to the State Comptroller's office.

Attachments: [Ord - Amend Budget FY25 CCPD Sales Tax Repayment](#)

16. Consideration of and action on an ordinance to amend the Fiscal Year 2024-2025 Budget for the Fire Control Prevention and Emergency Medical Services District for the repayment of sales taxes to the State Comptroller's office. [ORD 25-044](#)

Recommended Action: Approve the ordinance to amend the Fiscal Year 2024-2025 Budget for the FCPEMSD for the repayment of sales taxes to the State Comptroller's office.

Attachments: [Ord - Amend Budget FY25 FCPEMSD Sales Tax Repayment](#)

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17. Consideration of and action on an ordinance to amend the Fiscal Year 2024-2025 Budget for the Deer Park Community Development Corporation for the repayment of sales taxes to the State Comptroller's office. [ORD 25-045](#)

Recommended Action: Approve the ordinance to amend the Fiscal Year 2024-2025 Budget for the DPCDC for the repayment of sales taxes to the State Comptroller's office.

Attachments: [Ord - Amend Budget FY25 DPCDC Sales Tax Repayment](#)

18. Consideration of and action on an ordinance to amend the Fiscal Year 2024-2025 Budget for the Golf Course Lease Fund due to the increase in golf cart lease costs. [ORD 25-051](#)

Recommended Action: Approve the ordinance to amend the Fiscal Year 2024-2025 budget for the Golf Course Lease Fund.

Attachments: [Ord - Amend Budget FY25 Battleground Golf Carts Lease](#)

19. Consideration of and action on an ordinance to amend the Fiscal Year 2024-2025 Budget for the Capital Improvements Fund Fleet Maintenance Department to upgrade the electrical system at the Fleet Maintenance Building. [ORD 25-052](#)

Recommended Action: Approve the ordinance to amend the Fiscal Year 2024-2025 Budget for the Capital Improvements Fund Fleet Maintenance Department to upgrade the electrical system at the Fleet Maintenance Building.

Attachments: [Ord - Amend Budget FY25 CIP Fleet Maintenance Electrical Wiring](#)

20. Consideration of and action on an ordinance to amend the Fiscal Year 2024-2025 Budget for the Asset Replacement Fund Fleet Maintenance Department to replace vehicle lifts. [ORD 25-053](#)

Recommended Action: Approve the ordinance to amend the Fiscal Year 2024-2025 Budget for the Asset Replacement Fund Fleet Maintenance Department to replace vehicle lifts.

Attachments: [Ord - Amend Budget FY25 ARF Vehicle Lifts](#)

21. Consideration of and action on an ordinance appointing two regular members to the Planning and Zoning Commission/Board of Adjustment for two-year term. [ORD 25-046](#)

Recommended Action: Approve ordinance to appoint Denise Bryan and Alisha Melton as Planning and Zoning Commission/Board of Adjustment members for the 2025-2027 term.

Attachments: [Ord Two Members to Planning - Zoning-BOA](#)

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22. Consideration of and action on an ordinance appointing two alternate members to the Board of Adjustment for a two-year term. [ORD 25-048](#)

Recommended Action: Approve the ordinance appointing two Board of Adjustment alternate members for a full two-year term.

Attachments: [ORD - 2 Alternate Members - BOA MAY 2025-27](#)

23. Consideration of and action on an ordinance appointing three members to the Parks and Recreation Commission. [ORD 25-047](#)

Recommended Action: Approve the ordinance for the appointments of Glenda Jo Kiefer, Sherry Redwine and Jamie Cox to the Parks and Recreation Commission for a two-year term.

Attachments: [Ordinance appointing 3 members to Parks - Rec](#)

24. Consideration of and action on an ordinance appointing one member to the Crime Control and Prevention District to complete the remaining term of a departing member. [ORD 25-049](#)

Recommended Action: Approve the ordinance appointing Austin Montgomery to the Crime Control and Prevention District to serve the remaining length of Mr. Hotten's term.

Department: City Manager's Office

Attachments: [Ord - Montgomery Crime District 5625](#)

25. Consideration of and action on an ordinance adopting and enacting a new code for the City of Deer Park due to the completion of the recodification project. [ORD 25-054](#)

Recommended Action: Approve the ordinance adopting and enacting a new code for the City of Deer Park due to the completion of the recodification project.

Attachments: [ORD - Adopting Municode Recod 2025](#)

26. Consideration of and action on an ordinance approving the updated 2024-2025 Salary and Classification Scales. [ORD 25-057](#)

Recommended Action: Approve the ordinance updating the 2024-2025 salary and classification scales with new part-time Water Plant Operator C.

Department: Public Works

Attachments: [Ord - Salary Water Op C](#)

[FY 24-25 Payscale Updated 04-30-25](#)

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27. Consideration of and action on the authorization to purchase sixteen (16) sets of firefighting bunker gear from Metro Fire through Buy Board Contract #698-23.

[PUR 25-026](#)

Recommended Action:

Approve the purchase of sixteen (16) sets of firefighting bunker gear from Metro Fire on Buy Board Contract #698-23 in the amount of \$57,820.00.

Attachments:

[Metro Quote Bunker Gear Apr May 2025](#)

ADJOURN

I, City Secretary, certify that a copy of the May 6, 2025 council agenda was posted in the glass case outside City Hall convenient and accessible to the general public at all times and to the City's website at www.deerparktx.gov in compliance with Chapter 551, Texas Government Code.

Date and time posted _____ Date removed _____

Angela Smith, TRMC, CMC
City Secretary

City Hall is wheelchair accessible and accessible parking spaces are available. Hearing assistance devices are available. Requests for accommodation services must be made 72 hours prior to any meeting. Please contact the City Secretary's office at 281-478-7248 for further information.

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