



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 JUNE 06, 2023 BEGINNING AT 6:45 P.M., WITH THE FOLLOWING MEMBERS PRESENT:

JERRY MOUTON, JR
SHERRY GARRISON
TJ HAIGHT
TOMMY GINN
BILL PATTERSON
RON MARTIN
GEORGETTE FORD

MAYOR
COUNCILWOMAN
COUNCILMAN
COUNCILWOMAN
COUNCILMAN
COUNCILMAN
COUNCILWOMAN

OTHER CITY OFFICIALS PRESENT:

JAMES STOKES
SARA ROBINSON
JIM FOX
ANGELA SMITH

CITY MANAGER
ASSISTANT CITY MANAGER
CITY ATTORNEY
CITY SECRETARY

CALL TO ORDER – Mayor Mouton called the workshop to order at 6:45 p.m.

COMMENTS FROM AUDIENCE – No comments received.

1. DISCUSSION OF ISSUES RELATING TO AUTHORIZATION TO ADVERTISE FOR BIDS FOR THE ADVANCED METERING INFRASTRUCTURE (AMI) PROJECT - PROJECT ID: 3995-23 – Assistant City Manager Sara Robinson discussed receiving federal funding from the Department of Treasury and will be asking Council for authorization to go out for bid relating to the metering infrastructure AMI project. In 2021, an internal committee was formed and decided to use the federal funding to swap out all residential meters with smart meters. Ms. Robinson mentioned the time she and Assistant Public Works Director Brent Costlow worked on revising the request for proposal (RFP) along with working with third party attorneys at Grantworks to ensure all regulations and requirements were met.

Assistant Public Works Director Brent Costlow spoke on replacing 10,777 meters within the City which will be beneficial due to their advanced abilities to detect leaks earlier as the meters will send notifications to staff. Mr. Costlow discussed that part of the project funding will cover the 250 meters currently in backyard easements that are very hard to get to, the temporary construction easements needed for each of those 250 properties. The task of asking each homeowner for permission to construct those temporary easements will also be a step in the process.

Councilman Patterson asked, "Who is going to pay for the construction for the water lines and the meters to the house?"

Mr. Costlow responded, "I believe, that will be covered [by the] federal grant."

Finance Director Nicole Ganey gave a summary of the \$8.3 million received to fund the project and that will need to be obligated by December 2024 and totally expended by December 2026. Ms. Ganey explained the benefits for city staff that these new smart meters will bring which include increased billing accuracy and a faster response in troubleshooting the meters due to the alarms the smart meters are equipped with. Ms. Ganey also discussed the citizens' advantage of having these meters as being able to see the same exact information as staff by logging into a portal that will allow the citizen the ability to see meter reads, consumption alerts, leak notifications and other data.

Councilman Patterson asked, "What happens to the staff we have now as meter readers?"

Ms. Ganey responded, "They would go into a more technician role versus a meter reader role. There is maintenance involved with these meters."

Councilman Patterson asked, "How many meter readers do we have?"

Ms. Ganey responded, "We have five (5), four (4) meter readers and a supervisor."

Councilwoman Garrison asked, "When the time comes, will we be passing on the information to the public so they can be aware of this?"

Ms. Robinson responded, "Yes. We have an internal communications plan that will include workshops, door hangers, mailers, social media posts and videos to educate the public."

2. DISCUSSION OF ISSUES RELATING TO THE CONSTRUCTION OF THE COMMUNITY/RECREATION CENTER PROJECT – Assistant Parks and Recreation Director Jacob Zuniga gave a update of the project stating that operations for the Community Center will cease on July 15, 2023 to give staff the opportunity to move all items before demolition day scheduled on August 1, 2023.

Assistant Public Works Director Brent Costlow informed the Council of the underground surveys with Durotech will be performed with a radar system to view every pipe underground to prevent any breakage or damage issues. This assessment is a unique process that will be one of the very first steps of the project.

Mr. Zuniga continued by discussing the pool house revisions that will be one singular building with the contractor BSW working on the final layout and the schematics for that project. Currently, the cost estimates are trending in the right direction but there are several items still outstanding. Additionally, the parking lot section will begin sometime between September and November to accommodate parking lot spaces lost due to construction.

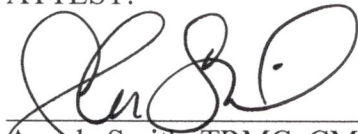
Mr. Costlow spoke on the two phases of the project that will have to be awarded, performed and paid for at two separate times. It will all total the guaranteed maximum price the city is given, but will have to be awarded in two phases.

Assistant City Manager Sara Robinson mentioned that the decision to change the pool house to a single building helped reduce the \$10 million overage to now \$3-4 million dollars.

3. DISCUSSION OF ISSUES RELATING TO THE CONSTRUCTION MANAGER AT RISK PROCESS AND SCHEDULE FOR THE JIMMY BURKE ACTIVITY CENTER – Assistant Public Works Director Brent Costlow discussed the process of the CMAR where the governmental entity contracts with an architect or engineer for the design and construction phase services and contracts separately with a construction manager-at-risk to serve as the general contractor to provide consultation during the design and construction, rehabilitation, alteration, or repair of a facility. The City chose to expedite the process and utilize the one step process instead where the City selects the architect and also selects the CMAR. The City's selection committee for the CMAR proposals reviewed and evaluated the submittals received from the construction management firms, those companies being Comex, Durotech and Rogers O'Brien. Based on those proposals, the highest ranked offeror was Rogers-O'Brien Construction. The next step is to commence negotiations with Roger O'Brien to secure a contract for construction.

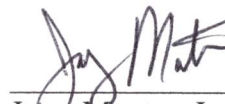
ADJOURN – Mayor Mouton adjourned the workshop meeting at 7:26 p.m.

ATTEST:



Angela Smith, TRMC, CMC
City Secretary

APPROVED:



Jerry Mouton Jr.
Mayor