



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 19, 2025 BEGINNING AT 6:15 P.M., WITH THE FOLLOWING MEMBERS PRESENT:

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

OTHER CITY OFFICIALS PRESENT:

JAMES STOKES	CITY MANAGER
SARA ROBINSON	ASST. CITY MANAGER
JIM FOX	CITY ATTORNEY
ANGELA SMITH	CITY SECRETARY

SEC 551.127 VIDEO CONFERENCE ATTENDANCE – Councilman Ron Martin attended virtually.

CALL TO ORDER –
Mayor Mouton called the workshop to order at 6:15 p.m.

COMMENTS FROM AUDIENCE – No comments received.

1. SPECIAL PRESENTATION FOR RECOGNITION OF 2025 PARTICIPANTS OF THE VOLUNTEERS IN PARKS AND RECREATION PROGRAM (VIPAR) – Parks and Recreation Director Kenny Walsh spoke of the youth volunteers, ages ranging from 12-15, that have dedicated hundreds of hours to serve the city and the citizens. Recreation Specialist Ruben Martinez joined Mr. Walsh in thanking the volunteers for their service and presented certificates of appreciation to VIPAR participants Brooklyn Aguirre, Aaliyah Battle, Ellie Bell, Sawyer Bell, Allyson Guidry, Mateo Hernandez, Landon Hoffman, Isaac Inman, Emileigh Landers, Moses Lopez, Chloe Martinez, Charlie Massey, Joanna McWilliams, Alix Meza, Uche Osuocha, Fernando Pacheco, Daisy Perez, Cameryn Pool, Caleb Reimer, Breslin Regan, Brooke Smith, Peyton Stevenson, Riley Stevenson, Makayla Vazquez and Allyson Willhoite.

2. RECOGNITION OF EMPLOYEE AWARDS FOR 2ND QUARTER – City Manager James Stokes introduced the 2025 Second Quarter employees for support 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. These employees were not able to be present at the August 5th meeting when other awardees were recognized.

Employee of the 2nd Quarter – Support, Anthony Hollister - Network Administrator.

Team of the 2nd Quarter, Field – Parks and Recreation Team, Darren Driskell, Taylor Sandoval, Matthew Hicks, Joel Rasco, Jason Bergman, Brandon Naranjo and Alfredo Arriaga.

3. RECOGNITION OF VARIOUS CITY EMPLOYEES AND THEIR ACCOMPLISHMENTS – City Manager James Stokes spoke on recognizing employees and their recent professional and personal accomplishments. Mr. Stokes allowed each director of the employee to speak on those individual accomplishments. The employees recognized are Parks and Recreation Assistant Director Jacob Zuniga, Senior Services Supervisor Kristin Villalovos, Superintendent of Water/Sewer Distribution Armando Diaz, Assistant Project Manager Dorlee Vargas, Engineering Department Project Manager George Gonzales, Recreation Specialist Camryn Cardenas and Program Aid Isaac Tovar.

4. DISCUSSION OF ISSUES RELATING TO THE QUARTERLY FINANCIAL REPORT FOR THE FISCAL YEAR 2024-2025 THIRD QUARTER ENDED JUNE 30, 2025 – Finance Director Nicole Ganey highlighted the quarterly financial report for the Fiscal Year 2024-2025 third quarter ended June 30, 2025. Ms. Ganey stated that 96% of the General Funds budgeted revenue has been collected with the majority of the revenues coming from industrial district payments, sales taxes and property taxes. The city has received 99% of its total budgeted investment revenue with 3 months of earnings remaining to be recorded. Ms. Ganey added that the expenditures are on target for this time of year at 73.69% and also stated that the property taxes and industrial payments collected for the third quarter totaled \$45.6M. Sales taxes for FY 2025 are trending higher than the prior year collections by approximately 13.59%. The general fund reserve sits at \$53M and could sustain the city for approximately 341 days. The Enterprise Funds include revenues and expenditures through June 30th for the water and sewer with a total of \$10,537,098 in revenue equaling 67% of budget., storm water with a total of \$311,128 in revenue equaling 68% of budget and the DAC with 0% revenue at this time due to the newness of the facility. The total debt outstanding as of October 1, 2024 is \$140,630M with principal payments from debt service and water sewer fund totaling \$7.36M and interest totaling \$5.61M.

5. PRESENTATION OF THE DEER PARK POLICE DEPARTMENT 2024 ANNUAL REPORT – Assistant Police Chief Wade Conner spoke of the police officers along with EMS and fire Personnel that assisted the Deer Park ISD Criminal Justice Club to prepare for the Texas Public Service Teacher Association competition. The students placed 1st place in EMT Bunker Gear and Firefighter Search and Rescue, 2nd place in S.W.A.T and fingerprinting and also 3rd place in Misdemeanor Traffic Stops and Bunker Gear. These students will advance to the state competition that taking place in January 2025. This is Mr. Burgess last year to teach and due his influence on many Deer Park Police employees, this Annual Report is dedicated to him.

6. DISCUSSION OF ISSUES RELATED TO PROPOSED ALTERNATE SCHEDULE – Human Resources Director Sandra Wilson gave a presentation of the proposed alternate 9/80 work schedule. Ms. Wilson spoke on the data that was pulled from 17 cities and stated that 16 of those cities have alternate schedules in place already. Nationally, it is a common practice among 30%-40% of municipalities to have alternate scheduling. Ms. Wilson explained the reasoning for the proposed change would both benefit operational efficiency and public service. The new hours would extend service hours in the morning and in the evening for the convenience of the citizens and would also enhance the employees work-life balance. Ms. Wilson went over the hours of the proposed schedule being Monday – Thursday: 7:30 AM to 5:30 PM and Friday: 7:30 AM to 11:30 AM. (Exhibit A1-A5)

Councilwoman Garrison asked on what the employees thought about the proposed changes to the schedule? Assistant City Manager Sara Costlow responded and explained that there were multiple discussions held with directors as well as other key personnel on the topic. Ms. Costlow emphasized that the feedback was all positive.

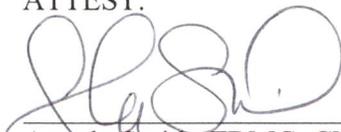
Councilman Martin stated that he is a fan of 9/80 schedules but inquired if there had been a “gauge on traffic” in connection to Fridays. City Manager Stokes responded stating that the “traffic” is a lot slower on Fridays. Mr. Stokes emphasized that the purpose of bringing this to Council was to see if Council was on board with the proposed change and if so, what time frame would be to their liking.

City Council had no objective to the proposed schedule change and left it up to staff on when to implement the new schedule. City Council did all agree that it was imperative to have the citizens well aware of the change beforehand.

7. PRESENTATION RELATED TO THE MUNICIPAL SEPARATE STORM SEWER SYSTEM (MS4 GENERAL PERMIT) – Planning and Development /City Engineer Dilcia Jimenez spoke on the discharge permit that is a requirement by the TCEQ. This permit is to help the storm water runoff avoid pollutants by providing manual system maintenance and administrative maintenance. The MS4 system will provide collection and conveying of illicit discharge through ditches, curbs, gutter and storm sewers separately to not invade the wastewater collection system or the water treatment plant. (Exhibit B1-6)

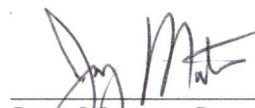
ADJOURN – Mayor Mouton adjourned the workshop meeting at 7:17 p.m.

ATTEST:



Angela Smith, TRMC, CMC
City Secretary

APPROVED:



Jerry Mouton, Jr.
Mayor



Proposed Alternate 9/80 Work Schedule

Sandra Cuellar-Wilson
HR & Risk Management Director

August 19, 2025

Purpose

- Data and Rationale for Change
- Proposed "9/80" schedule
- Benefits to residents, employees, and operational efficiency

Data

- Local municipal data shows 16 of 17 surrounding cities offer a compressed “9/80” work schedule
 - These “9/80” schedules have been in place for over five years for majority of these cities
 - Majority of departments participate, excluding Public Safety and Parks field departments
 - Several regional cities use the exact schedule proposed
- National data shows 30-40% of US municipalities (depending on size) offer a form of compressed work schedules

Rationale for the Change

- Supports both operational efficiency and community public service – optimizes staffing while meeting community needs
- Extends public service hours for residents – City Hall opens earlier and stays open later
- Maintains Friday availability – ensures essential services remain accessible while reducing operational costs
- Enhances employee work-life balance – helps with retention and morale
- Aligns with surrounding cities – keeps Deer Park competitive and consistent with changing municipal practices

Proposed Schedule

- Monday – Thursday: 7:30 AM to 5:30 PM
- Friday: 7:30 AM to 11:30 AM

	MON	TUES	WED	THUR	FRI
Week 1	9	9	9	9	4
Week 2	9	9	9	9	4

- Employees work a total of 80 hours over a 2-week operational period (10 days)
- Majority of City offices will adopt this schedule, including City Hall, Central Collections, Municipal Court, and EMS and Parks Administration.
 - *Does not include Library, Police, Parks Field, Public Works Field, or EMS Field divisions*
 - *Field operations have done a version of an alternate work schedule for several years*

Benefits to Residents

- Extended service hours in both mornings and evenings
- Earlier opening and later closing to fit residents' work schedules or commutes
- More convenient access to key services outside traditional 8-5
- Consistent availability for essential services throughout the week
- Shorter wait times by spreading customer visits and reducing congestion at peak hours
- More time for assistance without increasing total hours worked

Benefits to Employees

- Compressed work schedule promotes better work-life balance
 - Aligns with Strategic Plan Key Focus Area #6: Organizational Excellence – work life benefits
- Reduces time off requests, allowing for personal appointments on Friday afternoon
- Reduces commuting time and costs
- Improves morale, productivity, and retention

Operational Efficiencies

- Reduces overtime costs with extended hours to work
- Attracts talent, keeping us competitive with surrounding cities
- Improves morale, productivity, and retention
- No disruption to timesheet or payroll system
- Does not increase normal wage costs

Proposed Plan

- Communication to all residents and employees about schedule change
- Adjust scheduling for departments with unique operational needs.

Questions?

STORMWATER POLLUTION

PRESENTED BY:



CITY OF
DEER PARK
PLANNING & DEVELOPMENT

WHAT IS ILLICIT DISCHARGE?



Any discharge to the municipal separate storm sewer system (MS4) that is not composed entirely of stormwater.

MS4 -

Includes ditches, curbs, gutters, storm sewers, and similar means of collecting or conveying runoff that do not connect with a wastewater collection system or treatment plant. Owned by a public agency.

COMMON POLLUTANTS

1. Chlorinated pool water
2. Grass clippings
3. Motor oils
4. Sanitary sewer overflows
5. Construction site runoff



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What are fertilizers?

Nutrient focused to promote growth

Most commonly are:

- Nitrogen-based
- Phosphorous-based
- Potassium based

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IMPACTS OF EXCESS FERTILIZER

Carried by rain runoff into creeks and streams causing high levels of nutrients



Unnatural algae growth creating green "slimy" or "hairy" water that depletes oxygen for aquatic ecosystems



Eutrophication
Or
"dead zones"



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RECOGNIZING ILLICIT DISCHARGES

HELPFUL TIPS TO MAKE A POSITIVE IMPACT

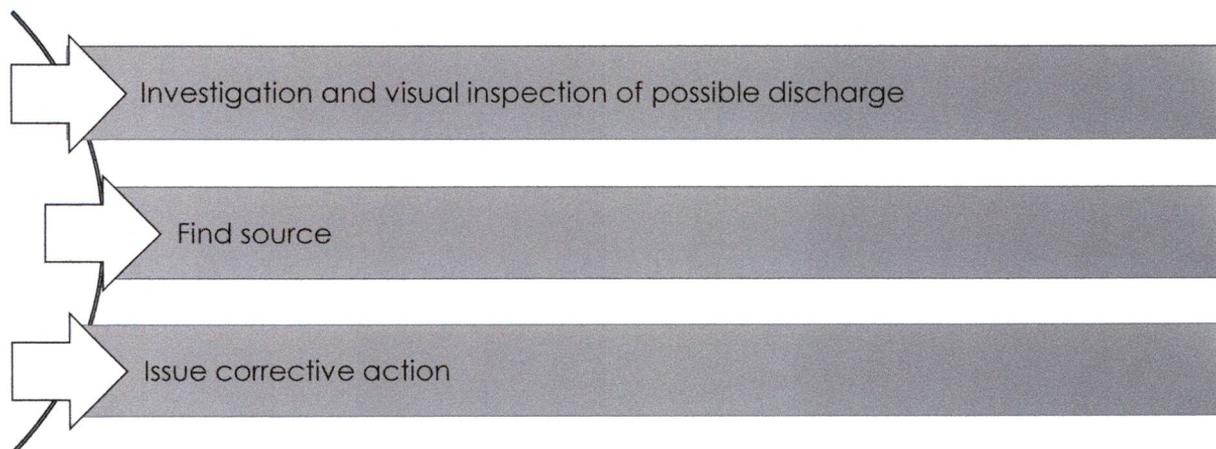


ILLICIT DISCHARGE INDICATIONS

- If the outfall is flowing when there has been no recent rainfall
- Water from a pipe or within a ditch has an unusual color, odor, or a cloudy look
- Excessive algae growth near outfalls can be a sign of nutrient pollution from illicit discharge.
- Dead fish or animals near outfalls or storm drains

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RESPONSE TO ILLICIT DISCHARGES



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How does the city preemptively respond?

- Street sweeping
- Providing Pet waste bags in parks
- Storm sewer rehabilitation
- Sanitary sewer rehabilitation
- Issuing Stormwater Pollution Prevention Plan (SW3P) permits
- Daily inspections of construction sites

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WHAT TO DO IF YOU SUSPECT DISCHARGES AND POLLUTIONS

Report incident to 'Report a Concern' on the city's website

<https://www.deerparktx.gov/ReportAConcern>

Deer Park Public Works
Call 281-478-7270

Deer Park Police Non-Emergency (during non-working hours)
Call 281-479-1511



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JOIN US!

Planning & Development Team will be at Woofstock 2025!

- Games
- Prices
- And lots of doggy pets and kisses!

September 27, 2025



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Questions?

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