

710 EAST SAN AUGUSTINE STREET

DEER PARK, TEXAS 77536

Minutes

of

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 MAY 15, 2018, BEGINNING AT 5:45 P.M., WITH THE FOLLOWING MEMBERS PRESENT:

JERRY MOUTON	MAYOR
SHERRY GARRISON	COUNCILWOMAN
THANE HARRISON	COUNCILMAN
TOMMY GINN	COUNCILMAN
BILL PATTERSON	COUNCILMAN
RON MARTIN	COUNCILMAN
RAE SINOR	COUNCILWOMAN

OTHER CITY OFFICIALS PRESENT:

JAY STOKES	CITY MANAGER
GARY JACKSON	ASSISTANT CITY MANAGER
SHANNON BENNETT	CITY SECRETARY
JIM FOX	CITY ATTORNEY

1. MEETING CALLED TO ORDER – Mayor Mouton called the workshop to order at 6:30 p.m.
2. EXECUTIVE SESSION- CONSULTATION WITH CITY ATTORNEY – POTENTIAL LITIGATION – Mayor Mouton recessed the meeting at 6:30 p.m. for an Executive Session.
3. RECONVENED – Mayor Mouton reconvened the workshop meeting at 7:03 p.m.
4. DISCUSSION OF ISSUES RELATING TO THE RFP FOR PROFESSIONAL AUDITING SERVICES – Finance Director Donna Todd advised the Council, pursuant to state statute and City ordinance, the City shall have its records and accounts audited annually and shall prepare an annual financial statement and report. The audit shall be performed by a certified public accounting (CPA) firm, licensed to practice in the State of Texas. Belt Harris Pechacek, LLLP has served as the City’s auditors for the last five years beginning with the fiscal year 2013 audit and concluding with the fiscal year 2017 audit, which was presented to City Council at the March 20, 2018 meeting. At least every five years, the request for proposal process is initiated to review and evaluate all qualified firms interested in providing these services to the City of Deer Park. Facing completion of the existing five-year contract term, the City issued a Request for Proposal for professional auditing services following authorization at the February 20, 2018 City

Council meeting. The City received seven (7) responses as follows: Belt Harris Pechacek, LLLP; BKD, LLP; Haynie & Company (formerly Darilek Butler & Associates, PLLC); Pattillo, Brown & Hill, LLP; Postlethwaite & Netterville, Weaver and Tidwell, LLP; and Whitley Penn, LLP. The City evaluated the responses based on qualifications and experience, technical ability, references for similar governmental entities, and thoroughness of the response. The top two firms were then evaluated on estimated pricing, which represents 10 percent of the final score. Following the evaluation of the responses, Belt Harris Pechacek, LLLP was identified as the highest ranking firm based on the total score, and the City staff recommendation is to award the engagement to this firm. Award of the contract will be considered in the regular City Council meeting. The initial three-year period for the contract will begin on June 1, 2018 and will cover the annual audit for the fiscal years ending September 30, 2018 through 2020. The contract will include the option to extend the engagement an additional two years to also include the annual audit for the fiscal years ending September 30, 2021 and 2022 (for a total of five years).

5. DISCUSSION OF ISSUES RELATING TO RELOCATING PLAYGROUND EQUIPMENT – Parks and Recreation Director, Charlie Sandberg advised the Council in FY 2017-18, playground equipment was approved in the budget process for the Adult Softball Complex and Spencerview Athletic Complex. Due to unforeseen circumstances with the Spencerview Athletic Complex and the Adult Softball Complex, the Department is requesting to relocate playground equipment originally budgeted and purchased for these two locations to other parks that are in immediate need of playground equipment. After further evaluation, the park at the Spencerview Athletic Complex will not be developed within this fiscal year due to the bridge project, grading issues, lighting inside the park and no available parking other than on the residential streets. At the Adult Softball Complex, it was determined there wasn't enough space for the equipment purchased after installation of a new concession stand and storage facility. The Department has determined that Big Bend and Monroe Parks should receive the playground equipment in the current fiscal year.
6. ADJOURN – Mayor Mouton adjourned the workshop meeting at 7:09 p.m.

ATTEST:

APPROVED:

---

Shannon Bennett, TRMC  
City Secretary

---

Jerry Mouton  
Mayor