



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

Bill Patterson, Council Position 4  
Ron Martin, Council Position 5  
Rae A. Sinor, Council Position 6

James Stokes, City Manager  
Gary Jackson, Assistant City Manager

Jerry Mouton Jr. , Mayor

Shannon Bennett, City Secretary  
Jim Fox, City Attorney

*On Tuesday, May 18, 2021 Governor Greg Abbott issued Executive Order GA-36 prohibiting government entities from mandating masks or face coverings. Please be advised that effective immediately, the use of masks or face coverings within City of Deer Park facilities is no longer required on the part of visitors.*

*In order to help prevent the spread of the virus that causes COVID-19, the City of Deer Park continues to encourage the public attending the meeting to:*

- 1. Maintain at least 6 feet separation from other individuals.*
- 2. Self-screen before going into the meeting for any of the following new or worsening signs or symptoms of possible COVID-19: (Cough, Shortness of breath or difficulty breathing, Chills, Repeated shaking with chills, Muscle pain, Headache, Sore throat, Loss of taste or smell, Diarrhea, Feeling feverish or a measured temperature greater than or equal to 100.0 degrees Fahrenheit, Known close contact with a person who is lab confirmed to have COVID-19, Wash or disinfect hands upon entering the building and after any interaction with others in the building.*
- 3. Consider wearing cloth face coverings (over the nose and mouth) when entering the building, or when within 6 feet of another person who is not a member of the individual's household.*

*This Executive Order does not prevent visitors from voluntarily continuing to wear face coverings/masks.*

*Ordinance #4269*

*Resolution #2021-07*

## **CALL TO ORDER**

*The 1789th 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 five minute time limit . A registration form is available in the Council Chambers and citizens must register by 7:25 p.m.*

## **PUBLIC HEARINGS**

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*The Mission of the City of Deer Park is to deliver exemplary municipal services that provide the community a high quality of life consistent with our history, culture and unique character.*

1. Public Hearing on the Proposed Ad Valorem Tax Rate for Tax Year 2021. [PH 21-037](#)

**Recommended Action:** Conduct public hearing on the City's proposed ad valorem tax rate for tax year 2021.

**Department:** Finance

**Attachments:** [Notice of Public Hearing On Tax Increase 2021](#)

## AWARDING/REJECTING BIDS

2. Awarding Request for Proposals for mowing services for the City of Deer Park. [AUT 21-037](#)

**Recommended Action:** Authorization to award contract for mowing services to Merriam Group, LLC for the amount of \$66,822.00

**Attachments:** [Final Score Sheet](#)

[Merriam Group, LLC -Econocuts](#)

## CONSENT CALENDAR

3. Approval of minutes of workshop meeting on September 7, 2021. [MIN 21-097](#)

**Recommended Action:** Approval

**Attachments:** [CC MW 090721](#)

4. Approval of minutes of regular meeting on September 7, 2021. [MIN 21-096](#)

**Recommended Action:** Approval

**Attachments:** [CC MR 090721](#)

5. Acceptance of the Quarterly Financial Report for the Fiscal Year 2020-2021 third quarter ended June 30, 2021. [ACT 21-020](#)

**Recommended Action:** Accept the quarterly financial report for the Fiscal Year 2020-2021 third quarter ended June 30, 2021.

**Department:** Finance

**Attachments:** [2021 3Q Financial Report](#)

6. Acceptance of completion of Phase 2 of the Wastewater Treatment Plant Improvement Project and release of retainage to LEM Construction. [ACT 21-021](#)

**Recommended Action:** Accept the project and closeout the project.

**Attachments:** [Deer Park LEM Final Completion Letter w attachments SEP 15 2021](#)

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7. Acceptance of the Yard Pipe Painting Project and release of retainage to D&M Tank. [ACT 21-022](#)

**Recommended Action:** Staff recommends accepting and closing out the project.

**Department:** Public Works

8. Authorize issuance of a Request for Qualifications (RFQ) for a Construction Manager-at-Risk (CMAR) for the new Community/Recreation Center and Pool House project (Type B funded). [AUT 21-038](#)

**Recommended Action:** Authorize issuance of a Request for Qualifications (RFQ) for the Construction Manager-at-Risk (CMAR) on the new Community/Recreation Center and Pool House project.

**Attachments:** [09-29-2021 RFQ for CMAR - Final Draft](#)

[2021-01 DP Rec Study Final Report](#)

[2019-11 DP Program CommCtr](#)

[2019-11 DP Program RecCtr](#)

## NEW BUSINESS

9. Consideration of and action on rejecting proposals received pursuant to the RFP issued for Professional Administration Services related to the American Rescue Plan Act (ARPA) and authorize issuing a new RFP for these services. [RFP 21-005](#)

**Recommended Action:** Reject all proposals received pursuant to the RFP issued for Professional Administration Services in connection with funding received under the American Rescue Plan Act (ARPA) and authorize issuing a new RFP for these services.

**Attachments:** [ARP-Act-RFP-Packet\(re-bid\)](#)

10. Consideration of and action on amending the Financial Management Policy. [POL 21-002](#)

**Recommended Action:** Approve the Financial Management Policy dated September 21, 2021.

**Department:** Finance Director Todd

**Attachments:** [2022 Financial Policy 2021.09.21](#)

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11. Consideration of and action on a resolution maintaining the City of Deer Park's contribution rate to the Texas Municipal Retirement System (TMRS) at 14.10% for 2022 instead of 13.58% in order to prefund the City's Unfunded Actuarial Accrued Liability. [RES 21-201](#)

**Recommended Action:** Approve the resolution.

**Attachments:** [Resolution - TMRS Rate \(FY20-21\)](#)  
[TMRS prefunding](#)  
[TMRS - Rate Letter FY20-21](#)  
[TMRS - Rate Letter FY19-20](#)

12. Consideration of and action on a resolution to transfer \$1,000,000.00 from the Fiscal Year 2020-2021 Unassigned Fund Balance of the General Fund to the Capital Improvements Fund. [RES 21-223](#)

**Recommended Action:** Approve the resolution to transfer \$1,000,000.00 of Fiscal Year 2020-2021 unassigned fund balance of the General Fund to the Capital Improvements Fund.

**Department:** Finance

**Attachments:** [Resolution - Transfer to CIP 09.21.21](#)

13. Consideration of and action on a resolution to transfer \$1,500,000.00 from the Fiscal Year 2020-2021 Unassigned Fund Balance of the General Fund to the Capital Equipment Replacement Fund. [RES 21-224](#)

**Recommended Action:** Approve the resolution to transfer \$1,500,000.00 of Fiscal Year 2020-2021 unassigned fund balance of the General Fund to the Capital Equipment Replacement Fund.

**Department:** Finance

**Attachments:** [Resolution - Transfer to Cap Eq 09.21.21](#)

14. Consideration of and action on the annual review and an ordinance adopting the City's Investment Policy. [ORD 21-061](#)

**Recommended Action:** Review and adopt the Investment Policy.

**Department:** City Manager's Office and Finance

**Attachments:** [Investment Policy Review 09.21.21](#)  
[Investment Policy - 2021](#)

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15. Consideration of and action on an ordinance adopting the FY 2021-2022 Budget for the City of Deer Park. [ORD 21-067](#)

**Recommended Action:** Take a record vote to approve the ordinance adopting the FY 2021-2022 Budget for the City of Deer Park. (Note: the vote to adopt the budget must be a record vote pursuant to Local Government Code, Chapter 102, Section 102.007).

**Department:** City Manager's Office

**Attachments:** [Ord - Adopt Budget FY22](#)  
[Explanation of Changes - Final 21-22 Budget](#)  
[Budget FY21-22](#)

16. Consideration of and action on an ordinance levying Ad Valorem Taxes for tax year 2021. [ORD 21-066](#)

**Recommended Action:** A record vote to adopt an ad valorem tax rate of \$0.720000 per \$100 valuation for tax year 2021 by motion as follows: "I move that the property tax rate be increased by the adoption of a tax rate of \$0.720000, which is effectively a 5.86 percent increase in the tax rate."

**Department:** City Manager's Office

**Attachments:** [Ord - FY22 Tax Rate](#)

17. Consideration of and action on an ordinance amending Section 106-25(b) (c) of the Code of Ordinances pertaining to water and sewer rates. [ORD 21-068](#)

**Recommended Action:** Review and adopt the ordinance changing the City's Code of Ordinances for water and sewer rates.

**Department:** Finance

**Attachments:** [Ord - Water Sewer Rates 09.21.21](#)

18. Consideration of and action on an ordinance appointing Associate Judges. [ORD 21-078](#)

**Recommended Action:** Appointment of the Associate Judges for two years

**Department:** City Secretary's Office

**Attachments:** [Appoint Associate Judges-2021](#)

19. Consideration of and action on an ordinance approving the 2021-22 Salary & Classification Scales. [ORD 21-077](#)

**Recommended Action:** Approval.

**Attachments:** [2021 22 Pay Scales](#)  
[Pay Range Chart Effective October 1 2021](#)

## ADJOURN

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*The Mission of the City of Deer Park is to deliver exemplary municipal services that provide the community a high quality of life consistent with our history, culture and unique character.*

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/s/Shannon Bennett, TRMC  
City Secretary

Posted on Bulletin Board  
September 17, 2021

*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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