

Sherry Garrison, Council Position 1
Thane Harrison, 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, TRMC, City Secretary
Jim Fox, City Attorney

CALL TO ORDER

1. Executive Session - By authority of Article 6252-17 (Section 3-e,f, and g) [EXS 18-009](#)
V.A.T.S., and the Open Meetings Act, the Council may adjourn to an Executive Session related to following item(s):

a. Consultation with City Attorney - (551.071) Potential Litigation.

Recommended Action: No action will occur. Discussion only in Executive Session.

Department: City Manager's Office

2. Discussion on proposed change to Police Officer hiring requirements. [DIS 18-070](#)

Attachments: [32.1.1 REVISIONS](#)

3. Discussion of issues relating to repairs to Patrick's Cabin. [DIS 18-073](#)

Recommended Action: Discussion only

Attachments: [Quotes for Patrick's Cabin](#)

4. Discussion of issues relating to the bids for a one-year supply of garbage bags. [DIS 18-075](#)

Recommended Action: Discussion only during workshop.

Department: Finance

5. Discussion of issues relating to the revised Fiscal Year 2018-2019 Budget Calendar. [DIS 18-076](#)

Recommended Action: Discussion only.

Department: City Manager's Office

Attachments: [BudgetCalendarFY2018-2019_council+boards](#)

ADJOURN

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.

*Shannon Bennett, TRMC
City Secretary*

*Posted on Bulletin Board
June 15, 2018*

City Hall is wheelchair accessible and accessible parking spaces are available. Hearing assistance devices are available. Requests for accommodations services must be made 72 hours prior to any meeting. Please contact the City Secretary's office at 281.478-7248 for further information.

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.



Legislation Details (With Text)

File #: EXS 18-009 **Version:** 1 **Name:**

Type: Executive Session **Status:** Agenda Ready

File created: 6/6/2018 **In control:** City Council Workshop

On agenda: 6/19/2018 **Final action:**

Title: Executive Session - By authority of Article 6252-17 (Section 3-e,f, and g) V.A.T.S., and the Open Meetings Act, the Council may adjourn to an Executive Session related to following item(s):

a. Consultation with City Attorney - (551.071) Potential Litigation.

Sponsors: City Manager's Office

Indexes:

Code sections:

Attachments:

Date	Ver.	Action By	Action	Result
6/19/2018	1	City Council Workshop		

Executive Session - By authority of Article 6252-17 (Section 3-e,f, and g) V.A.T.S., and the Open Meetings Act, the Council may adjourn to an Executive Session related to following item(s):

a. Consultation with City Attorney - (551.071) Potential Litigation.

Summary:

The City Council will adjourn into Executive Session to discuss with the City Attorney potential litigation.

Fiscal/Budgetary Impact:

n/a

No action will occur. Discussion only in Executive Session.



Legislation Details (With Text)

File #: DIS 18-070 **Version:** 1 **Name:**
Type: Discussion **Status:** Agenda Ready
File created: 5/29/2018 **In control:** City Council Workshop
On agenda: 6/19/2018 **Final action:**
Title: Discussion on proposed change to Police Officer hiring requirements.
Sponsors:
Indexes:
Code sections:
Attachments: [32.1.1 REVISIONS](#)

Date	Ver.	Action By	Action	Result
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Discussion on proposed change to Police Officer hiring requirements.

The negativity generated by the media and college campuses has enhanced the problem of recruitment and retention of police officers in departments across the United States. Many law enforcement agencies have difficulty not only identifying and hiring qualified candidates, but keeping them as well. The Deer Park Police Department is experiencing the same issues. It has become necessary therefore to adjust our hiring requirements in order to open employment to be a police officer to a wider group of candidates. Attached are the recommended changes to our existing policy, highlighted in yellow. Instituting these changes, in conjunction with our lateral entry program, will hopefully provide a larger candidate pool to select from for this position.

Discussion on proposed change to Police Officer hiring requirements

32.1.1 B. Minimum standards for Police Officer applicants – in addition to the minimum standards listed in Section 32.1.1.A:

1. Applicant must be a citizen of the United States.
2. Applicant must be at least 21 years of age at the time of appointment
3. At the time of appointment, an applicant must have a Bachelor's Degree from a college accredited by the Southern Association of Colleges and Schools, or other comparable regional accrediting agency, as recognized by the American Association of Collegiate Registrar and Admission Officer, or one of the following exceptions:
 - o 60 college hours and a minimum two years of military service with an honorable discharge, or
 - o 60 college hours and a TCOLE license, or the ability to obtain a TCOLE license if certified in another state, and at least two years of experience as a full-time certified peace officer from an agency comparable in size (or larger), complexity and duties as the Deer Park Police Department.Decisions in hiring under any exceptions is at the final discretion of the Chief of Police.
4. Applicant must pass a Police Candidate Interview Board.
5. Applicant must pass a written vocabulary and reading comprehension test.
6. Applicant must pass a physical fitness assessment test.
7. Applicant must take a polygraph examination.
8. Applicant must pass a psychological evaluation by a licensed psychologist or psychiatrist.
9. Applicant must meet and/or exceed the current licensing requirements for Peace Officers as established by the Texas Commission on Law Enforcement and Officer Standards.
10. Applicants must have an acceptable financial history, educational performance, employment history, general reputation, interpersonal skills, ability to read, write legibly and correctly and speak fluent English. Failure to pay debts, excessive indebtedness, unstable employment, educational suspensions, military disciplinary actions, problems relating to others, poor interpersonal relationships, lack of dependability or unacceptable conversational, writing or reading skills are all grounds for disqualification.



Legislation Details (With Text)

File #: DIS 18-073 **Version:** 1 **Name:**
Type: Discussion **Status:** Agenda Ready
File created: 6/8/2018 **In control:** City Council Workshop
On agenda: 6/19/2018 **Final action:**
Title: Discussion of issues relating to repairs to Patrick's Cabin.
Sponsors:
Indexes:
Code sections:
Attachments: [Quotes for Patrick's Cabin](#)

Date	Ver.	Action By	Action	Result
6/19/2018	1	City Council Workshop		

Discussion of issues relating to repairs to Patrick's Cabin.

Patrick's cabin is in need of structural repairs and the following are the needed repairs:

- Repairs and replace rotten logs to match existing logs and replace corner ends
- Power wash and caulk where needed
- Reseal exterior of log home to give a rustic finish
- Foundation repair to the building
- General builder's fee

Required repairs are necessary for the structural integrity and public use of the facility.

\$9,680.00	Repairs and replace rotten logs to match existing logs and replace corner ends
\$6,975.00	Power wash and caulk where needed and reseal exterior of log home to give a rustic finish
\$3,200.00	General builder's fee
\$5,000.00	Landscaping
<u>\$3,500.00</u>	<u>Foundation repair to the building</u>
\$28,355.00	Total

Discussion only

AVS Builders

A Log Home Builder

2211 Cobble Creek
Houston Texas 77073
Phone (281)960-9344 Fax ()

281-821-2939

Bill To:
1302 Center Street
Deer Park Texas
Att: Billy Penick 281-415-6586

Comments or special instructions:

Restore Log Home

Repair & Replace Rotten Logs to match existing logs & replace some corner ends

Powerwash, Chaulk where needed, & reseal exterior of log home to give a rustic finish

AVS Builders Fees

Custom Size Logs require down payment

Any questions concerning this quotation, please contact Armando Vela at (281) 960-9344

THANK YOU FOR YOUR BUSINESS!

Quotation

DATE May 15, 2018
Quotation # 100
Customer ID

Quotation valid until: May 25, 2018
Prepared by: Armando Vela

	\$9,680.00
	\$6,975.00
	\$3,200.00
TOTAL	\$19,855.00

Revised quote from AVS builders

ATLAS FOUNDATION REPAIR COMPANY, called the Contractor and City of Deer Park, Owner, agree that Contractor will provide foundation repair services for the sum of \$ 3500, of which \$ 1750 shall be paid when work begins and the balance is due on agreed schedule or completion of the work. Contractor will perform the following described work to the described building or structure located at 1302 Center St. City Deer Park State TX Zip 77536 Phone #s Harold McHone 281-7488501

RECOMMENDED REPAIR PLAN (SEE ADDENDUM):

OWNER INITIAL HERE: _____

<input type="checkbox"/> Foundation Plus™ _____ Exterior _____ Interior _____ Total Piling Lifetime Transferable Warranty
<input type="checkbox"/> Foundation Plus™HD _____ Exterior _____ Interior _____ Total Piling Lifetime Transferable Warranty
<input type="checkbox"/> Piers: _____ Bell Bottom Warranty: 10 year unconditional; After 10 years \$ _____ per pier service fee
<input checked="" type="checkbox"/> Conventional: _____ Conventional _____ Sill Beam _____ Other _____ One-Year Limited Warranty

<input type="checkbox"/> Tunneling _____ Linear Feet
<input type="checkbox"/> Breakouts: _____
<input type="checkbox"/> Mudjacking _____ Sq. Ft. One Year Warranty
<input type="checkbox"/> Hydrostatic Pressure Test _____
<input type="checkbox"/> Previous Work Adjustment _____
<input type="checkbox"/> Other _____
<input type="checkbox"/> Other _____

OWNER HAS ELECTED THE FOLLOWING REPAIR PLAN (SEE ADDENDUM):

OWNER INITIAL HERE: _____

_____ Foundation Plus™ Piling _____ Exterior _____ Interior _____ Total _____ OTHER: _____ Amount \$ _____
_____ Foundation Plus™ HD Piling

- Contractor may need to remove plants and shrubbery which obstruct installation areas. Any item removed will be replanted, but Contractor does not guarantee longevity of plants and cannot be held responsible for the landscaping of the yard.
 - Contractor is not responsible for damage to plumbing resulting from deterioration or pre-existing problems and leaks. Contractor will only repair damage to water and sewer lines hit by Contractor while excavating for piling installation. In addition, leaks which may occur during movement, leveling, or stabilization of the structure are the sole responsibility of the Owner.
 - Access holes in the slab, walks, porches or driveways created by Contractor will be patched with concrete. Owner is responsible for replacing or reinstalling floor coverings. When inside supports are recommended, Contractor will only replace hardwood flooring with plywood and screeds. Owner is responsible for flooring.
 - Any existing piers that must be chipped and cut away will be charged to the owner at a cost of \$150 each.
- IN FOUNDATION ADJUSTMENTS, CONDITIONS MIGHT APPEAR WHEN WORK IS BEGUN THAT WERE NOT VISIBLE WHEN ESTIMATE WAS SUBMITTED, SUCH AS INSUFFICIENT REINFORCING STEEL, IN CONCRETE SLAB AND/OR OTHER ORIGINAL FOUNDATION STRUCTURAL DEFICIENCY. IN SUCH CASES THE WARRANTY BECOMES INVALID.
- During the described work, sheetrock, wallpaper, or other rigid materials may crack or shift. Contractor is not responsible or liable for repairs, decoration, electrical work, plumbing work, framing, carpet, tile, hardwood flooring, cabinetry or the replacement or repair of any materials unless expressly specified in this Agreement.
 - Owner is responsible for clearly marking the existence of any installed line such as sprinkler, septic, electrical, phone or data that is not part of the main service to the structure.
 - On all Lifetime Warranties, a New-Owner Transfer fee of \$100 is required of any subsequent owners, without ownership interruption, paid to the contractor, and new owner must notify Contractor within three (3) months of taking ownership of the existing property. Failure to comply with these requirements within the 3 months will result in the warranty being voided.
 - Contractor and Owner agree that any dispute or lawsuit arising out of this Agreement shall be resolved by mandatory and binding arbitration laws in this state and in accordance with this agreement and the rules the American Arbitration Association (AAA). Parties may arbitrate with an agreed upon arbitrator. If unable to agree, binding arbitration shall be administered by AAA. All costs shall be divided equally among the parties.
 - Upon start of work, some factors may be present that were not noticeable during the evaluation. Contractor will discuss further action with Owner.
 - EXCLUSIONS TO THE LIFETIME TRANSFERABLE WARRANTY: (which may incur an adjustment fee)**
 - Heave or upward movement of the foundation due to soil expansion.
 - All areas outside the area of influence.
 - Damage caused by catastrophic occurrences.
 - Any prior work to the foundation not performed by Contractor, or any work performed by Contractor that has been tampered with in any manner.
 - Plumbing/water leaks.
 - Structural changes.

This contract is subject to Chapter 27, Property Code. The provisions of that chapter may affect your rights to recover damages arising from the performance of this contract. If you have a complaint concerning a construction defect arising from the performance of this contract and the defect has not been corrected through normal warranty service, you must provide notice regarding the defect to the contractor by certified mail, return receipt requested, not later than the 60th day before the date you file suit to recover damages in a court of law. The notice must refer to Chapter 27, Property Code, and must describe the construction defect. If requested by the contractor, you must provide the contractor an opportunity to inspect and cure the defect as provided by Section 27.004, Property Code.

This agreement, in order to be binding upon Contractor, must be signed in the space provided below and one copy returned in this office within 30 days from the date shown above. Checks should be made payable to: ATLAS FOUNDATION REPAIR COMPANY.

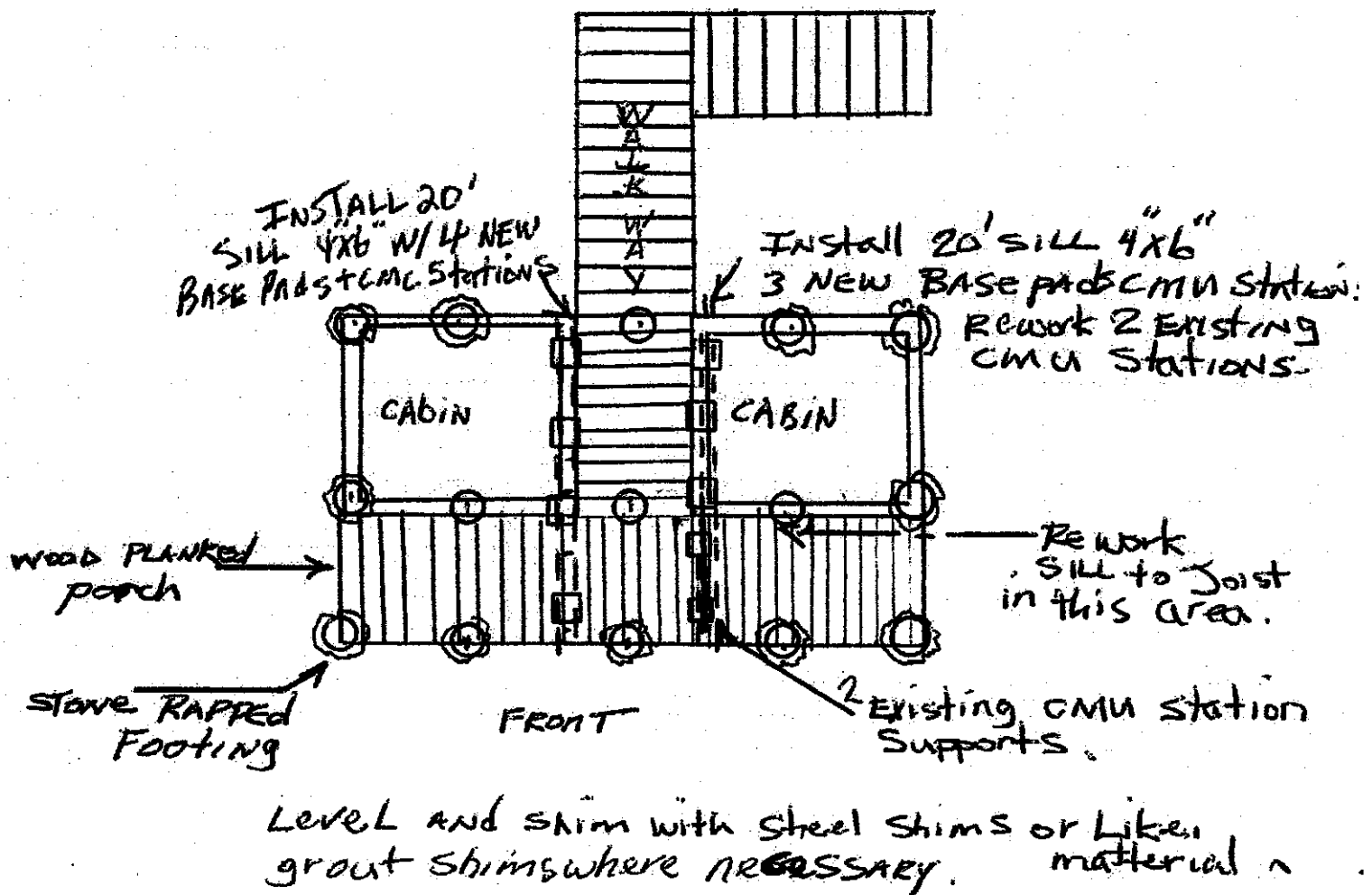
Special Provisions: _____

STRUCTURE DESCRIPTION:

Siding: Front Log Back Log Sides Log
 Stories: 1 ☒ 1 1/2 ☐ 2 ☐ Other ☐
 Foundation: Slab ☐ PT ☐ B&B ☒ P/B ☐
 Beam Depth: Lot Type Dom

PH: 281 743-8501 PH: _____

OTHER: _____





Legislation Details (With Text)

File #: DIS 18-075 **Version:** 1 **Name:**
Type: Discussion **Status:** Agenda Ready
File created: 6/8/2018 **In control:** City Council Workshop
On agenda: 6/19/2018 **Final action:**
Title: Discussion of issues relating to the bids for a one-year supply of garbage bags.
Sponsors: Finance
Indexes:
Code sections:
Attachments:

Date	Ver.	Action By	Action	Result
6/19/2018	1	City Council Workshop		

Discussion of issues relating to the bids for a one-year supply of garbage bags.

Summary:

The City advertised for and received seven (7) bids for garbage bags to be purchased for FY 2018-2019. The bid specifications reflect “minimum requirements” for the garbage bags stating, “The plastic bags shall be a 40 gallon size, and a minimum 2 MIL gauge thickness with 0 tolerances. The preferred overall bag size is 40”x46”. The bags should have a flat seal bottom with bags connected together in a strip with perforated tear lines for easy separation. There shall be a 1 - 1 ½ inch core of plastic or cardboard included in the center of each roll. The bags shall be folded in half with the roll being 20 inches long.” Additionally, each roll should include “6” wire ties, one per bag.” A sample of six (6) bags meeting these specifications must be provided with the bid.

The low bidder was asked to send a sample box of bags. Their bags are slightly smaller than specified (39-5/8” x 45-3/4”) and the MLS tested on the bags ranged from 1.9-3 MLS gauge thickness. The current vendor has provided bags that are slightly larger than specified (40” x 46-3/4”), exceeding the minimum requirements, and slightly thicker with the MLS range from 2-4 MLS gauge thickness. The sample bags supplied by the low bidder appear to be thinner than the current bags. Ben Alexander, the Sanitation Supervisor, did a comparative test of the current bags and the sample bags from the low bidder commenting that “both bags did pretty good although the current bag did a lot better.” He indicated, “the current bag held up to about 45 lbs. before it ripped, the other bag failed after putting close to 40 lbs. of waste into it.” “Although it looks thinner, the proposed bag didn’t perform all that bad.”

Comparatively, the low bidder meets the “preferred” overall bag size despite the fact the bag is shorter than 46” in length. Although the bags tested well for the expected limits, the bags do have the appearance of being thinner than the current bags (note: sample bags will be available for evaluation at the workshop).

The bid specifications state, "...the City shall have the right to reject any or all bids or award only that part of a bid that is most advantageous to the City of Deer Park." It is the staff's recommendation that these bids be rejected and the City issue new bid specifications clearly defining the minimum bag size and adding 40 pounds as a standard of measure. (Note: Bags would still need to be the 40 gallon size). Also, the staff recommends increasing the thickness requirement and limiting the amount of recycled material used to manufacture the bags in order to ensure the best performance of the bags when being handled during the collection process.

The award for this bid will be considered during the regular City Council meeting to follow this workshop. At that time, should City Council elect to issue new bid specifications, there is still time to advertise for and receive bids, select a vendor, and have bags available for distribution on October 1, 2018 (note: the City currently has approximately 5,300 garbage bags in storage, which would also be available for the initial distribution).

Fiscal/Budgetary Impact:

Garbage bags are budgeted in the Sanitation Department, Account No. 10-402-4309, Garbage Bags.

Discussion only during workshop.



Legislation Details (With Text)

File #: DIS 18-076 **Version:** 1 **Name:**
Type: Discussion **Status:** Agenda Ready
File created: 6/14/2018 **In control:** City Council Workshop
On agenda: 6/19/2018 **Final action:**
Title: Discussion of issues relating to the revised Fiscal Year 2018-2019 Budget Calendar.
Sponsors: City Manager's Office
Indexes:
Code sections:
Attachments: [BudgetCalendarFY2018-2019_council+boards](#)

Date	Ver.	Action By	Action	Result
6/19/2018	1	City Council Workshop		

Discussion of issues relating to the revised Fiscal Year 2018-2019 Budget Calendar.

Summary:

The current fiscal year began on October 1, 2017 and ends on September 30, 2018. The 2018-2019 fiscal year will begin on October 1, 2018. The process for developing a proposed FY 2018-2019 Budget began on April 2, 2018 with a Budget Kick-off meeting.

The FY 2018-2019 Budget calendar was initially reviewed at the March 6, 2018 Council Workshop. This calendar includes budget related workshops, meetings and hearings for the City staff, City Council, the CCPD Board, the FCPEMSD Board and the Deer Park Community Development Corporation Board.

August 7, 2018 was set originally as the meeting date for the City Manager's submission of the proposed budget. However, this would fall 3 days short of the required minimum of 45 days required by the Charter prior to the last regular council meeting in September. Either a special meeting earlier than August 7th will need to be called or the September 18th meeting will need to be rescheduled to September 25th. The latter option is proposed in the attached schedule.

Fiscal/Budgetary Impact:

N/A

Discussion only.

CITY OF DEER PARK
BUDGET SCHEDULE FOR FY 2018-2019
(INCLUDES COUNCIL, **CCPD**, **FCPEMSD** & **DPCDC**)

Date	Time	Meeting Description
April 2	2:30 PM	“Budget Kickoff” meeting to discuss FY 2018-2019 budget process and distribute budget materials.
April 23	5:30 PM	DPCDC Board of Directors reviews preliminary FY 2018-2019 DPCDC Budget
April 30 – May 24	TBD	City Manager/Assistant City Manager/Finance Director Meetings with Department Heads to discuss FY 2017-2018 budget estimates and FY 2018-2019 budget requests.
May 14	5:15 PM	CCPD Meeting – PD presents proposed CCPD budget to board. Board schedules public hearing on proposed budget (<i>Note: a P&Z Meeting is scheduled this evening.</i>)
May 14	5:45 PM	FCPEMSD Meeting – FD presents proposed FCPEMSD budget to board. Board schedules a public hearing on budget (<i>Note: a P&Z Meeting is scheduled this evening.</i>)
May 23		Notice for FCPEMSD public hearing on proposed FCPEMSD budget runs in newspaper.
May 23		Notice for CCPD public hearing on proposed CCPD budget runs in newspaper.
June 11	5:15 PM	CCPD public hearing on CCPD budget.
June 11	5:45 PM	FCPEMSD public hearing on FCPEMSD budget.
June 11	After P.H.	FCPEMSD budget workshop – (follows Public Hearing)
June 22	TBD	Distribute FY 2018-2019 Budget Workbooks to Council.
June 25	5:30 PM	City Council Budget Workshop.
June 26	5:30 PM	City Council Budget Workshop (<i>if necessary</i>).
July 9	5:15 PM	CCPD Meeting to adopt CCPD budget. (<i>Board submits budget to Council</i>)
July 9	5:45 PM	FCPEMSD meeting to adopt FCPEMSD budget. (<i>Board submits budget to Council</i>)
July 17	7:30 PM	City Council calls for public hearing on proposed CCPD and FCPEMSD budgets.
July 23	5:30 PM	DPCDC adopts FY 2018-2019 Budget and submits to Council.
July 25		Notice for Council public hearing on CCPD budget runs in newspaper.
July 25		Notice for Council public hearing on FCPEMSD budget runs in newspaper.
August 7	7:30 PM	City Manager presents proposed budget to City Council. Council calls public hearing on proposed City budget.
August 15		Notice for Council public hearing on City budget runs in newspaper.
August 21	7:30 PM	Public Hearing on proposed City budget.
August 21	7:30 PM	Council workshop on FY 2018-2019 DPCDC Budget
August 21	7:30 PM	City Council public hearing on proposed CCPD budget. City Council approves or rejects the CCPD Budget. If the governing body rejects the budget submitted by the board, the governing body and the board shall meet and together amend and approve the budget before the beginning of the fiscal year.
August 21	7:30 PM	City Council public hearing on proposed FCPEMSD budget. City Council approves or rejects the FCPEMSD Budget. If the governing body rejects the budget submitted by the board, the governing body and the board shall meet and together amend and approve the budget before the beginning of the fiscal year.
August 21	7:30 PM	City Council adopts FY 2018-2019 DPCDC Budget
Sept. 25	7:30 PM	City Council adopts FY 2018-2019 Budget.
Oct. 1		FY 2018-2019 begins.