

CITY OF DEER PARK  
710 EAST SAN AUGUSTINE STREET  
DEER PARK, TEXAS 77536

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Minutes

of

A JOINT MEETING OF THE CITY COUNCIL OF THE CITY OF DEER PARK, TEXAS, THE DEER PARK COMMUNITY DEVELOPMENT CORPORATION AND PARKS AND RECREATION COMMISSION HELD AT CITY HALL 710 EAST SAN AUGUSTINE STREET, DEER PARK, TEXAS ON NOVEMBER 16, 2021 BEGINNING AT 6:15 P.M., WITH THE FOLLOWING MEMBERS PRESENT:

JERRY MOUTON	MAYOR
SHERRY GARRISON	COUNCILWOMAN
TOMMY GINN	COUNCILMAN
BILL PATTERSON	COUNCILMAN
RAE A. SINOR	COUNCILWOMAN

MEMBERS OF DEER PARK COMMUNITY DEVELOPMENT CORPORATION PRESENT:

GEORGETTE FORD	PRESIDENT
LAURA HICKS	VICE PRESIDENT
JEFF LAWTHOR	MEMBER
DOUG BURGESS	MEMBER
FAYLENE DEFRANCIS	MEMBER
LES ELLARD	MEMBER

MEMBERS OF THE PARKS AND RECREATION COMMISSION PRESENT:

GEORGETTE FORD	CHAIRMAN
SHERRY REDWINE	MEMBER
ERIC RIPLEY	MEMBER

OTHER CITY OFFICIALS PRESENT:

JAMES STOKES	CITY MANAGER
GARY JACKSON	ASSISTANT CITY MANAGER
SHANNON BENNETT	CITY SECRETARY
CHARLIE SANDBERG	PARKS & RECREATION DIRECTOR

1. MEETING CALLED TO ORDER – Mayor Mouton opened the meeting on behalf of the City Council, President Georgette Ford opened on behalf of the Deer Park Community Development Corporation and Chairman Georgette Ford opened on behalf of the Parks and Recreation Commission at 6:15 p.m.
2. COMMENTS FROM AUDIENCE – No comments received.
3. DISCUSS AND SELECT A SCHEMATIC DESIGN FOR THE COMMUNITY/RECREATION CENTER PROJECT – Assistant City Manager Gary Jackson gave an overview of the project with the Community/Recreational Center to date and introduced Stephen Spring who joined the meeting via WebEx to give possible schematic design options to reach a consensus of a specific design to move forward.

Steven Springs of Brinkley Sargent Wiginton highlighted the campus site plan, campus massing diagram, historical images of Deer Park, City Hall cues, Community Center - Level 1 progress with northeast view and level two progress with northeast view and the Recreation Center, Level 2, along with real time visualization. Mr. Springs also elaborated on the aesthetics of the new building in relation to City Hall.

Alex St. Angelo, Architect at Brinkley Sargent Wiginton presented an aerial view of the Community Center/Recreational Center.

Mr. Springs commented, “We are really happy with the first steps we have here and look forward to continuing the process.”

Councilman Patterson asked, “In the building that is being built by City Hall, downstairs are meeting rooms and so the upstairs is going to be offices? I didn’t see the second floor in the schematics.”

Mr. Springs responded, “Yes, the administrative suites will be upstairs.”

Councilwoman Garrison asked, “So what is downstairs? Actual meeting rooms? I am concerned about the number of meeting rooms we are going to have in the Community Center. I know it is a huge building when you look at it. I am not sure how many square feet it entails, but is the plan to make these break out rooms?”

Mr. Springs advised Council that there is 4,000 square feet of meeting space on the first Floor that will be able to house all meetings and Community Center programs and the upstairs will be for the Staff.

Parks and Recreation Director Charlie Sandberg advised that there will be room partitions between the rooms to make it versatile for many different types of rentals.

Councilman Patterson asked, “Is the change room for the therapy pool up above in the area where it shows female showers and lockers?”

Mr. Springs responded, “The locker rooms are centrally located, which serves the wet side being the therapy pool and the dry side being the fitness/athletic component.”

Councilwoman Sinor asked, “What is the square footage of the fitness area?”

Mr. Springs responded, “The room is around 3,000-4,000 square feet.”

Community Development Corporation Vice President Laura Hicks asked, “Are we gaining square footage on the meeting rooms when you add the recreation and the community center to the total compared to what we have right now?”

Mr. Springs responded, “I am not sure. I would have to calculate that for you, but everything is much more space than you have now.”

Mr. Sandberg commented, “Please understand we are still tweaking the rooms themselves. We are just working on the lay out and the schematic design. A lot of thought is going into all of this.”

Councilwoman Garrison commented, “I would really like to know exactly how much more square footage we are going to have than what we have now.”

Mr. Jackson commented, “In the report that Mr. Springs made prior to the election. He had a detailed plan of the existing square footage. I think on the new facility we totaled about 60,000 square feet.”

Community Development Corporation President Georgette Ford asked, “Do we still have the kitchen facilities in the new Community Center like how we have now?”

Mr. Sandberg responded, “Only one kitchen in the new center.”

Mr. Springs commented, “The existing center including the Earl Dunn facility totals 36,000 square feet. It goes from 36,000 square feet to 60,000 square feet.”

Councilwoman Garrison commented, “I think it is important to know how much more program space we are getting.”

Mayor Mouton asked, "Does everyone understand Councilwoman Garrison's question?"

Mr. Jackson responded, "Yes. Existing program space versus projected program space."

Mayor Mouton asked, "Are we going to include the space that we are currently leasing out to the daycare as "current programming space" or are we using the current data of what we are using for programming space versus the new projected data?"

Mr. Jackson asked, "Mr. Springs, does the 36,000 square feet include the leased space?"

Mr. Springs responded, "It did."

Mr. Jackson commented, "Total floor plan including the leased space to the daycare is 36,000 square feet."

Mr. Springs commented, "The original program space was a little over 10,000 square feet and the new programming space is closer to 11,000 square feet. It is not a huge jump in program space, but a little bit more square footage."

Councilwoman Garrison asked, "Does that include the leased space?"

Mr. Springs responded, "No."

Councilman Patterson asked, "In the new facility, do we have about the same amount of square footage for programming?"

Mr. Springs responded, "It is a little bigger."

Councilman Patterson asked, "Is that enough for the future? Will we need more space?"

Mr. Jackson responded, "We have "X" amount of dollars and through the 2 ½ year process of looking at it, this was the program that was developed. There is a much larger gym that was a priority, with an indoor walking track and a large fitness area that doesn't exist right now. There is also an indoor aquatics area."

Mr. Sandberg commented, "The majority of the rooms are going to be multi-purpose to be able to use for rentals and programs."

City Manager James Stokes commented, "It is a lot more efficient space."

Community Development Corporation member Jeff Lawther asked, "Was the furniture, fitness equipment and pool equipment part of the budget?"

Mr. Jackson responded, “Yes. It was all included. There was an allocation in the overall budget.”

4. UPDATE ON THE SELECTION PROCESS FOR THE CONSTRUCTION MANAGER-AT-RISK (CMAR) FOR THE NEW COMMUNITY/RECREATION CENTER PROJECT TO INCLUDE THE RESULTS OF STEP ONE, THE REQUEST FOR QUALIFICATIONS (RFQ), AND THE UPCOMING STEP TWO, THE REQUEST FOR PROPOSALS (RFP) – Assistant City Manager Gary Jackson gave an overview of the two step process that included the Request for Qualifications (RFQ) and the request for five (5) or fewer offerors, selected solely on the basis of qualifications. This step would allow to provide additional information, including the construction manager-at-risk's proposed fee and prices for fulfilling the general conditions. The five (5) companies selected by the Committee to participate in the step two selection process for this project were JE Dunn Construction, Manhattan Construction Company, Durotech, Tellepsen and White Construction Company. On November 16, 2021 at a regular Council meeting, City Council will be asked to ratify those committee's top five selection. The process for the Construction Manager-at-Risk (CMAR) is anticipated to be continued on the December 7, 2021 City Council meeting. If authorized by City Council, a Request for Proposals (RFP) will thereafter be issued to the aforementioned top five companies as the next step in the selection process.
5. ADJOURN – Mayor Mouton adjourned the workshop meeting on behalf of City Council, President Georgette Ford adjourned on behalf of the Deer Park Community Development Corporation and Chairman Georgette Ford adjourned on behalf of the Parks and Recreation Commission at 6:56 p.m.

ATTEST:

APPROVED:

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Shannon Bennett, TRMC  
City Secretary

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Jerry Mouton, Mayor  
City of Deer Park

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Georgette Ford, President  
Deer Park Community Development  
Corporation

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Georgette Ford, Chairman  
Parks and Recreation Commission