

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 AUGUST
15, 2017, BEGINNING AT 6:30 P.M., WITH THE FOLLOWING MEMBERS PRESENT:

JERRY MOUTON	MAYOR
SHERRY GARRISON	COUNCILWOMAN
THANE HARRISON	COUNCILMAN
TOMMY GINN	COUNCILMAN
BILL PATTERSON	COUNCILMAN
RAE A. 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. RECESS - EXECUTIVE SESSION – PERFORMANCE EVALUATION OF CITY MANAGER – Mayor Mouton recessed the meeting at 6:34 p.m. for an Executive Session.
3. RECONVENE – Mayor Mouton reconvened the meeting at 7:02 p.m.
4. DISCUSSION OF ISSUES RELATING TO INTRODUCTION OF TOUCHSTONE GOLF'S NEW LEADERSHIP TEAM AT THE BATTLEGROUND GOLF COURSE – Parks and Recreation Director Charlie Sandberg introduced Rich Earlywine as the new General Manager of the Battleground Golf Course. Mr. Sandberg commented, "We have met on several occasions to discuss the golf course. He has a lot of good ideas concerning the restaurant and many other items."

Mr. Rich Earlywine introduced himself as the General Manager of the Battleground Golf Course and advised Council that one of his priorities is to get the menu at the Golf Course turned around. "I think in the next month or two you will start seeing some changes not only in the menu but the quality of the food and consistency." I will bring my experience to the Battleground to keep generating revenue and that customer service is on point all the time."
5. DISCUSSION OF ISSUES RELATING TO THE TRAFFIC STUDY CONDUCTED AT CENTER STREET AND RAILROAD AVENUE – Assistant City Manager, Gary Jackson commented, "You recall back in the Spring where we had a couple of incidents, where area truckers went over our Gateway, after that time, Council had discussion of possibly barricading that area. We had brought to you the idea of bringing in traffic engineers to analyze alternatives.

Mr. Terry McDaniel with Midtown Engineers has studied that and has provided you a copy of the engineering report. He will give a brief summary of his findings.”

Terry McDaniel of Midtown Engineers presented an overview of the results of the traffic study. Mr. McDaniel highlighted five intersections where traffic data was gathered in the peak periods of the day and analyzed by a program with an LOS rating system based on delay. “It’s the way the industry rates an intersection based on delay. “A” being very good and “F” being very poor and unacceptable.” As Mr. McDaniel presented the scenarios he referred to the level of service as A,B,C and D. The existing conditions with all intersections are operating at a level B. Alternative #1 is to close median on Center Street at Railroad Avenue. That intersection went down to a level D. Alternative #2 is to convert Railroad Avenue to a one way street westbound, between Robin Street and Center Street. This alternative does not change the level of service. Alternative #3 is to add a right turn only diverter at Railroad Avenue and Center Street. No change in the level of service. Alternative #4 is to add a non traversable directional median on Center Street that puts curved medians in the middle on Center Street. No change in the level of service. Mr. McDaniel made a recommendation to start with Alternative #3 and supplement with Alternative #4 and place a median on Center Street.

6. DISCUSSION OF ISSUES RELATING TO THE FY 2017-2018 DEER PARK COMMUNITY DEVELOPMENT CORPORATION BUDGET – City Manager Jay Stokes advised Council that action will be taken on this item in the regular meeting. City Manager Stokes opened the floor to any questions. None were asked.
7. DISCUSSION OF ISSUES RELATING TO ADDITIONAL MOWING CONTRACT SERVICES – Parks and Recreation Director Charlie Sandberg advised Council on adding services to the existing contract with Longclaw. The current contract is \$66,000, not to exceed the 25 percent increase allowed. Additional services are to spray Center Street, mow Center Street at least twice a week in June, July and August and to address some various ditches on Center Street as well as mowing on Temperance median.

Councilwoman Garrison asked, “Are you saying spraying the cracks on Center Street as we did on Luella? How are you going to do this during the day?”

Jacob Zuniga, Parks Operation Supervisor responded, “We would leave that up to the contractor to determine.”

Councilman Patterson asked, “Are you satisfied with the contractor’s work?”

Mr. Zuniga answered, “Yes, we are very satisfied with his work.”

8. DISCUSSION OF ISSUES RELATING TO THE RECLASSIFICATION OF TWO LIBRARY POSITIONS – Library Director Rebecca Pool advised Council of the four employees with Masters Degrees within the Library. There is an open position for Adult Services that currently serves as the Assistant Director. We have had a few experienced applicants, but each of those candidates ended up pursuing other opportunities. Bill Philibert, Human Resources Director, has done a salary survey and determined that the salary for current job posting is significantly less than market salary for an Assistant Library Director position. In order to fill this position, the Library would like to restructure two professional roles in order to create a new Assistant Director/Library Technical Services Supervisor (Grade 11) and a Head of Adult Services position (Grade 9). This would allow us to promote an existing employee who is currently the Library Technical Services Supervisor (Grade 9) into the Assistant Director/Library Technical Services Supervisor role and then create a new role, which would be the Head of Adult Services (Grade 9).

The current Library Technical Services supervisor holds a Masters of Library Science degree and has been with the Library since 2012. Increasing the pay grade of the Assistant Director position recognizes the added duties of this position and brings it in line with the market data. The increase in salary is projected to be approximately \$3,900.

9. ADJOURN – Mayor Mouton adjourned the workshop meeting at 7:30 p.m.

Shannon Bennett, TRMC
City Secretary

Jerry Mouton
Mayor