

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 DECEMBER 19, 2017, BEGINNING AT 6:15 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 6:15 p.m.
2. DISCUSSION OF ISSUES RELATING TO THE PURCHASE OF FURNITURE FOR THE NEW CITY HALL FACILITY - George Watanabe from Cre8 Architects presented a powerpoint presentation of the floorplan of the new City Hall and discussed the selections of the furniture for the new City Hall. Expectations of a move in time is late February or early March. The idea is to provide as much new furniture as possible into the new building to avoid having to move the old furniture, and only personal items and current files would need to be transferred to the new building. (Exhibits A1-A17) (Exhibits B1-B23) (Exhibit C1)

Mr. Watanabe presented slides showing the floorplan of the new City Hall.

Councilwoman Sinor asked, “Is there a book we can look at if we wanted to see other colors or swatches?”

Mr. Watanabe responded, “In some instances there is a set number of colors you can choose from, primarily for the chairs. We have some quotes from the furniture supplier, so don't think that changing the fabric will throw a monkey wrench in the process.”

Councilwoman Sinor asked, “What is the deadline?”

Mr. Watanabe responded, “I would like to get this ordered before the end of the year.”

Mr. Jackson commented, “In your packet, you will see three attachments, one is of a more detailed presentation of the description and pictures of the furniture. There is also a price list of all the furniture except for the audience seating in the Council Chambers. The dollar amount you see of the second quote, is like an allowance and would probably not exceed that number. We are trying to get one chair that will accommodate the audience as well as the Staff.

3. EXECUTIVE SESSION- CONSULTATION WITH CITY ATTORNEY – POTENTIAL LITIGATION – Mayor Mouton recessed the meeting at 6:39 p.m. for an Executive Session.
4. RECONVENED – Mayor Mouton reconvened the workshop meeting at 6:54 p.m.
5. STRATEGIC PLAN IMPLEMENTATION REPORT UPDATE – Gary Jackson, Assistant City Manager gave an overview of the organization of the Strategic Plan and advised the Council the facilitator will only highlight the high points of the plan and answer any questions. The Plan has five (5) areas of emphasis, each of which has a team and lead facilitator assigned with provided updates to the Plan. These Areas of Emphasis and Facilitators are as follows: Leadership/Governance (Shannon Bennett); Quality of Life/Image (Jacob Zuniga); Comprehensive Planning (Bill Pedersen); Economic Development (Gary Jackson); and Public Safety (Robert Hemminger).

City Secretary, Shannon Bennett, highlighted Strategy #2, the Charter Review Election stating, “A review of the City Charter and election hadn’t been done since 2008. We believe it is better for the Staff to review the Charter because each department would know the needs and changes first hand. As far as the timeline, review will begin January 2018 –November 2018 and staff will bring forth the changes and have recommendations ready by December of 2018. Strategy #3, review of the policy structure for the volunteers of the Boards and Commissions has been revised. The only significant change is the new applicants will be the only ones interviewed, the re-appointees will not have to be interviewed. Strategy #5, the succession planning and workforce development process, the Directors have reviewed to make sure their plans are in place and up to date.”

Councilman Patterson asked, “On the Charter review, this will be for the 2019 election?”

Ms. Bennett responded, “It will be called in January and the election will be in May 2019.”

Assistant Parks & Recreation Director, Jacob Zuniga gave an overview of the Action Plan pertaining to Strategy #1, Deer Park Nature Reserve and the Hike and Bike Trail. Bids have been received and recommendations should be brought forth in January to award a bidder to begin phase one of the project. Staff is still working with RVI and SCA on the Wetlands Restoration and Mitigation project. Currently, there are no updates on the Hike and Bike Trail. Strategy #2, City Staff have completed the Earth Day project. In

addition to trees being planted on East Boulevard by Dow Chemical, there has been some clearance of the East bound entrance on Hwy. 225 and we're currently working with TxDOT to maintain that area. Strategy #3, Phase 1, wayfinding signs and monuments has been completed. Staff is currently working with NSP to get phases 2 and 3 installed.

Councilwoman Sinor asked, "The monument that Rotary Club put up?"

City Manager Jay Stokes responded, "It is gone."

Councilwoman Sinor responded, "Good job."

Director of Public Works, Bill Pedersen gave an overview of further development of infrastructure. Phase one of four of the corrugated metal pipe replacements have begun. The street rehabilitation project recently received bids, evaluation of the bids and the recommendations are still to be determined. The Comprehensive Planning and Zoning and Subdivision updates have been completed. The Strategic Technology Master Plan is to be completed by 2018. A consultant will be hired to review the traffic counts at major intersections. The storm water fee is to be increased by 10% in 2018. Further development of the municipal facility construction is still progressing and anticipation of a move in date in March of 2018.

Mr Jackson advised Council of the Action Plan Summary, detailed powerpoint along with the facilitators original report with directives and ideas placed in their agenda that can be referred back to if needed. Mr. Jackson also gave an overview of the Economic Development and Tax Abatements completions. Mr. Jackson spoke of the excellent job Kristen Edwards has done with the Tourism Committee and the Tourism Development Program. Mr. Jackson mentioned to Council of the possibility of replacing the Jimmy Burke Center with a new building and proposing to have an architectural consultant look at the removal of the current building.

Councilwoman Sinor commented, "Kristen is superb in every way and goes over and beyond in everything she is asked to do."

Emergency Services Director, Robert Hemminger gave an overview of the Public Safety initiatives. Mr. Hemminger mentioned the design of an Emergency Service Annex to house the Staff that was added to support the increase in volume of emergency call outs and the EMS operations. Also mentioned was the Police Gun Range update and the possibility of the replacement of Fire Station #1. Mr. Hemminger advised Council that accommodating the 24 hour emergency services operations and Staff should be first priority.

6. DISCUSSION OF ISSUES RELATING TO AN UPDATE ON THE CITY'S HURRICANE HARVEY DAMAGE, RECOVERY, AND THE FEMA PROCESS, INCLUDING AN UPDATE ON COMMUNITY FLOODING ISSUES AND PLANS –

Emergency Services Director, Robert Hemminger gave an overview and comparison of the prior storms that Deer Park has endured, Hurricane Harvey, Hurricane Ike and Tropical Storm Allison. The City of Deer Park received 47-52 inches of rain during Hurricane Harvey, and only 300 homes flooded, compared to Tropical Storm Allison,

that had double the rain fall with 900 homes flooded. Mr. Hemminger mentioned the great improvements due to the drainage infrastructure. Mr. Hemminger continued with discussion of the FEMA reimbursement processes that are underway, with meetings being held every Monday. There are about 10 City facilities that had minor damage, all of which were claimed and filed through the insurance. Most of these damages did not exceed the deductible, but will be filed through FEMA to recover the deductible amount. The debris removal data records are being compiled together for further processing. Mr. Hemminger commented, "The Program Delivery Manager, our representative at FEMA, mentioned there is no other applicant in our area that is as far along in the reimbursement process as we are. Something to be proud of."

Public Works Director, Bill Pedersen, referenced a map within the Council's packet.

Mr. Pedersen gave an overview of the map which shows the debris picked up right after Hurricane Harvey. When the debris was picked up, the extent of the damage to the homes is unknown. These homes were documented as having debris, that may or may not have been caused by Hurricane Harvey.

Mayor Mouton commented, "That doesn't necessarily mean that every home got water in it. It was just our best attempt to identify the ones where debris was picked up."

Councilman Patterson asked, "Do we know exactly how many homes flooded?"

Mr. Pedersen responded, "Last count was 287."

Assistant City Manager, Gary Jackson responded, "There won't be the insurance claim information, the repetitive loss information through FEMA available until the after the first of the year. That is only for those that have insurance and have filed claims."

Mr. Pedersen continued with discussing the Master Drainage Plan of 2009 that had FEMA historical claims and also the Deer Park flood complaints prior to 2009. A comparison was done between the 2009 information and the current drainage information which showed 6 of the 7 areas that had repetitive problems. Mr. Pedersen highlighted the subdivisions with the issues and discussed potential drainage projects to alleviate flooding in the future. Mr. Pedersen began with Westwood Manor Section 3, includes Whitebriar, Willowbend, Wildwood, Woodcrest area by the Golf Course. Debris for 32 homes was picked up and this area has a history of FEMA claims. This is one of the areas that is in the 100 year flood plain. At that time, there was more land available for detention ponds, now there is a little less land to work with. In 2009, the preliminary estimate for this area was 1.2 million to upgrade the storm sewer system.

Councilman Patterson asked, "Did we already upgrade?"

Mr. Pedersen responded, "No we did not. This was included in the Master Drainage Plan."

Councilman Patterson, "Why did those houses at the end of the subdivision flood? Where did the water come from?"

Mr. Pedersen responded, "The houses could back up to the Boggy Bayou."

Councilman Patterson asked, "Is that the one by the Golf Course?"

Mr. Pedersen responded, "Yes. It actually goes under Hwy. 225 into the plants and we do not know what all is in there."

Mr. Pedersen continued the discussion regarding Deer Meadows, which includes the streets Lufkin, Tyler and Henderson, located west of the Deer Park High School. Debris for 20 homes was picked up and it also includes FEMA historical claims. Storm sewer improvements was estimated as costing \$750,000. This estimate did not include the main trunk line.

Councilman Patterson asked, "This was also not upgraded?"

Mr. Pedersen responded, "None of this has been done."

Mr. Pedersen continued discussion mentioning complaints that were received from West Claire pertaining to flooding in the street. In 1991, additional curb inlets were constructed to take in more water which drains into San Augustine and goes into the same system.

Councilman Patterson asked, "What is the solution?"

Mr. Pedersen responded, "To upgrade, but one of the challenges of upgrading is, you have to detain increased flow to the bayou and we do not have anywhere to detain it."

Mr. Pedersen continued with South Pasadena Plaza, that includes the streets Kingsdale, Hillshire and Estate. Debris of 52 homes was picked up and there are FEMA historical claims. A drainage study was completed and at that time, the cost estimate was 8.6 million dollars. There has been several developments in that area. The areas of detention have gone away. Deer Park Manor, which includes Ash, Birch, Hickory and Pine streets also have FEMA historical claims. Preliminary estimates for a storm sewer addition is \$210,000. That will require going between homes and the estimate may not be accurate. The area of Della and Eileen, Section 2, includes streets Velma and Kitty where debris of 24 homes was picked up. It also has FEMA historical claims. There was an estimate for this area of \$630,000. Heritage Edition, includes streets Boone, N. Crockett, S. Crockett, Travis, S. Travis and Strey Court which have FEMA historical claims. In this area, debris was picked up for 64 homes. A drainage study was done in 2009 and there was an estimated cost of 1 million dollars. At that time, there was talk with the school district about the property that sits behind the school, to work on getting some help with detaining the water drainage.

Councilwoman Garrison asked, "Where does the water drain?"

Mr. Pedersen responded, "Some of that water actually drains towards Spencer and when it gets high enough, it drains back."

City Manager, Jay Stokes commented, "Staff met with the Superintendent and key Staff at the school district a few weeks back to ask if they had any interest working with us to

purchase the property. It was indicated that the school would work with us, but they would want to retain the property that is on the southeast side just in case there is expansion of Dabbs Elementary. What we would like to do is start looking at hiring a firm to determine if that area would be able to detain water and how to do it and the cost associated to that.”

Mr. Pedersen commented, “Some things we have to look at are, if it is possible to get the water there and how deep the pond has to be. Also, if the water has to be pumped.”

Mr. Pedersen commented, “Some of the initial study that was taken from satellites, may not be too accurate, but it shows high spots on Henderson that holds the water back. The thought is to take Henderson out and flatten the slope where water could get to the ditch. There would have to be some kind of drainage structure that would need to be placed between the houses to get to the ditch. There is capacity in that ditch. When they dug the ditch, they put the material beside the ditch and built the houses that now block the drainage. Mr. Pedersen gave an update of the Harris County Flood Control B112-02 ditch, which goes up to Wimberly Edition and to San Augustine. Debris from one single home was picked up. Complaints received prior to 2009, showed debris picked up was from 34 homes. After the 2009 drainage study, the preliminary estimate was 3 million dollars to widen and deepen the ditch. Since that time, the City has lowered the water service by two feet by lowering the east end on San Augustine, removed the Aaron Street culvert crossing and lowered a force main pipe, and the City replaced the Pasadena Boulevard Bridge. Currently, to widen the channel, it is approximately 3.3 million to obtain additional right of way.

7. RECESS - Mayor Mouton recessed the meeting at 7:30 p.m. to open the regular meeting.
8. RECONVENED – Mayor Mouton reconvened the workshop meeting at 7:31 p.m.
9. DISCUSSION OF ISSUES RELATING TO THE SEEKING OF FISCAL YEAR 2019 STEP TRAFFIC ENFORCEMENT GRANT - City Manager, Jay Stokes gave an overview of the Police Department seeking a STEP funding from the Texas Department of Transportation. For 2019, the Department is requesting a grant of \$44,999.60. This will be matched in-kind by City funding which totals \$47,670.11. The combination of these funds will be used to pay the overtime salary cost of having Police Officers increase traffic patrol in areas of Deer Park known for a history of excessive speeding.
10. PRESENTATION OF NEW PIERCE LADDER TRUCK PURCHASED BY THE FIRE CONTROL DISTRICT – Fire Chief Don Davis and Assistant Fire Chief Phillip Arroyo presented Council with the new Pierce Ladder Truck purchased with funds by the Fire Control, Prevention and Emergency Medical Services District.
11. ADJOURN – Mayor Mouton adjourned the workshop meeting at 7:39 p.m.

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Shannon Bennett, TRMC  
City Secretary

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Jerry Mouton  
Mayor