

710 EAST SAN AUGUSTINE STREET

DEER PARK, TEXAS 77536

Minutes

of

THE SPECIAL MEETING OF THE CITY COUNCIL OF THE CITY OF DEER PARK, TEXAS
HELD IN THE COUNCIL CHAMBERS AT 710 EAST SAN AUGUSTINE, DEER PARK, TEXAS
ON MAY 8, 2018 BEGINNING AT 5:45 P.M., WITH THE FOLLOWING MEMBERS PRESENT:

JERRY MOUTON, JR.
SHERRY GARRISON
THANE HARRISON
TOMMY GINN
BILL PATTERSON
RON MARTIN
RAE SINOR

MAYOR
COUNCILWOMAN
COUNCILMAN
COUNCILMAN
COUNCILMAN
COUNCILMAN
COUNCILWOMAN

OTHER CITY OFFICIALS PRESENT:

JAY STOKES
GARY JACKSON
SHANNON BENNETT

CITY MANAGER
ASSISTANT CITY MANAGER
CITY SECRETARY

1. MEETING CALLED TO ORDER - Mayor Mouton called the meeting to order at 5:45 p.m.
2. DISCUSSION OF ISSUES RELATING TO TMRS PRE-FUNDING OF FINANCIAL OBLIGATIONS – Human Resources Director, Bill Philibert began his discussion of the pension plans for the employees of the City. The pension plan is strong and has a funded ratio of 91%. In terms of TMRS, the funding is over 86%, with 25 billion in funding at TMRS. There are 880 cities that participate and 118,000 employees that contribute to TMRS. The system is governed by a 6 member board, that are appointed by the Governor. Mr. Philibert introduced two representatives from TMRS, Leslee Hardy and Anthony Mills.

Leslee Hardy gave an overview of Pre-Funding TMRS benefits changes that have taken place since 2007. She spoke of the benefits of additional contributions, options for pre-funding TMRS benefits, assumptions and data used for UAAL Projections, the current full rate, optional full rate percentages and the summary of potential savings. (Exhibits A1-A4)

City Manager, Jay Stokes commented, “The point of tonight’s discussion, as we prepare for the next budget, is to let you all know this could be something we may be presenting and wanted everyone to be familiar with and why we would want to do it.”

3. DISCUSSION OF ISSUES RELATING TO A NEW SPORTS AGREEMENT AND UPDATE ON THE SOCCER RFP PROCESS – Parks and Recreation Director, Charlie Sandberg gave an update of the utilization sports agreements. The agreements are not in its final form and has been redlined. Mr. Sandberg also the discussed with the background overview of the history and purpose of the agreement and highlighted the basics of the agreement, which included key elements of what is required in order to be a recognized organization, the agreement approval process, utilization of the agreement detailing the responsibilities of the City and the organization, the fees and the In-lieu of statement. Mr. Sandberg continued the discussion with the common areas subject to misinterpretation, and the “one size fits all” theory and practice and detailed how “one size does NOT fit all” and spoke of Staff recommendations for consideration. The recommendations for the new agreements include flat fee for select teams, flat fee for light usage, definition of recreation and non-recreation, the requirement of recreational component, detailed guidelines for third party usage and the recommendation of coaches having completed TAAF training for code of conduct. Mr. Sandberg commented, “We wanted to put verbiage into the agreements that was definitively black and white.”

Mayor Mouton asked, “What percentage was in the previous agreement that required the kids to be from Deer Park and what is it in the redlined agreement currently?”

Mr. Sandberg responded, “In the previous agreement, it was 75%. Currently, we have taken away the percentages.”

City Manager, Jay Stokes, commented, “The reason the percentage is being eliminated is because of what is happening with the upper ages with all the sports and the domination of select and all star teams. If at some point, you want to have some percentage tied to the recreational component that it is bound to, I do not think Staff has a problem with that. It could be self reported by the leagues and we would take them at their word.”

Mr. Sandberg commented, “We would just need something in place to regulate it.”

After a lengthy discussion on the issue of the new sports agreement, the consensus of the Council was to review all redlined drafts pertaining to changing the agreement based on the needs of providing the best facilities we can as the local municipal government and have the organizations provide the organized structure for the kids to participate in sports. The intent would be to try to reserve spots for the Deer Park kids but also knowing that we cannot totally document or regulate it. (Exhibits A1-A5)

Mr. Stokes commented, “The Committee will be meeting next Monday to discuss the RFP process for the Soccer services and to interview three firms that sent in proposals.”

4. DISCUSSION OF ISSUES RELATING TO A POSSIBLE NEW VISITOR/CIVIC/ACTIVITY CENTER – Assistant City Manager, Gary Jackson, gave a presentation addressing the need for the assessment and programming phase for a Civic/Visitor Center with intent to incorporate the structure with the Jimmy Burke Activity Center. The recommended design was presented before Council for consideration.

Mr. Jackson commented, “Our Emergency Services Director, Robert Hemminger, brought up an idea where there could be a possible grant, with incorporating a community safe room in a large meeting area within the facility.”

Mr. Jackson discussed the Hazard Mitigation Grant program that could potentially pay for 75% of the community safe room component. There is also a Community Development Block Grant Program for disaster recovery that could possibly pay for the remainder 25% of the community safe room, if eligible and the grant qualifications are met. Mr. Jackson continued the discussion detailing the recommended design for the Civic/Visitor Center and the eligibility of using the Hotel Occupancy Tax, General Funds, and potential grant money available to fund the expenses.

Public Relations/Marketing Specialist, Kristin Edwards, gave an overview of Option 3 and the specific needs for the assessment as well as what has changed and evolved since the issue was initially presented in 2016. The Option 3 design would allow large gatherings as well as four break out rooms, a visitor center, a kitchen and a lobby area. Ms. Edwards discussed potential functions of a new facility, which could include additional parking, keeping a civic/visitor component to be able to maintain the current service provided to the community, a permanent location for a visitor center, and a possible location of a museum center. (Exhibit A1-A7)

Ms. Edwards commented, “I recommend a work plan for the facility be created that would accomplish several goals. It would establish and increase the number of bookings, identify potential revenue sources and create a consistent rate structure for all local and visiting groups.”

After a discussion on the issues of the new Visitor/Civic Activity Center, it was the consensus of the Council to move forward in finding an architect to come up with a best usage design.

5. RECESSED/RECONVENED – Mayor Mouton recessed the meeting at 7:42 pm. and reconvened at 7:51 p.m.
6. DISCUSSION OF ISSUES RELATING TO THE CITY OF DEER PARK DEBT - Finance Director, Donna Todd, gave an overview of the prior bond refunding programs, outstanding debt service requirements, that include service requirements by series, by interest cost savings and principal interest and by source of payment. Ms. Todd also summarized the Waterworks and Sewer System Capital Improvement Plan, the Deer Park Community Development Plan and the General Obligation Capacity Analysis. (Exhibit A1-A6)

City Manager, Jay Stokes, commented, “Looking at the break down of the source payments, we are pretty level for the next few years. Starting in the year 2021, it starts dropping and in 2024, it significantly drops down. Meaning, we might be coming up on a time pretty soon, where we should think about an opportunity of taking on some projects. It could be street projects, drainage projects, the six Harvey related areas and/or other needs as well. Pretty soon, we are going to have the opportunity to keep the tax rate the same and take on more debt.”

Mayor Mouton commented, “One point of information to add on what Mr. Stokes pointed out is, the bond rating we have, which maintains our AAA rating, is the emphasis of putting us in a high rate of stability due to the fact that 70% of our debt was projected to be paid off in the next

10 years. All these numbers are adding up to the scenario that puts us in a healthy position to be prepared to address some of the issues we need to take care of.”

7. DISCUSSION OF ISSUES RELATING TO THE MINIMAL EDUCATIONAL REQUIREMENTS FOR SWORN POLICE OFFICERS – Police Chief, Greg Grigg gave an overview of the current practice of educational requirements that were established in 1998. The process is to screen applicants that have roots in this area, with hopes they would stay in Deer Park with a requirement of a 4 year degree. In the beginning, it was desired to keep the requirement of a four year degree, as long as qualified applicants continued applying. Many changes have occurred. The number of applicants that are qualified to hire, has dramatically dropped. There are problems with physical training test that do not have many applicants at all, and the applicants that do apply, cannot seem to pass the physical training test. There are also reading and comprehension test that applicants cannot pass as well. Some applicants have lied on applications, cheated on test and have been involved with drugs. Chief Grigg gave a recommendation of changes to the program which include exceptions to the degree requirement such as number of hours of college, or experience with another police agency, military experience, or a combination of college and life experiences and the enhancement of the tuition reimbursement.

After a discussion, it was the consensus of the Council to support Chief Grigg’s recommendation.

8. DISCUSSION OF ISSUES RELATING TO EMS ORGANIZATIONAL STRUCTURE - Emergency Services Director, Robert Hemminger, gave a review and update of the past, present and anticipated future outlook to include discussion of call volume trends, staffing, departmental organization and recommended changes. Mr. Hemminger also gave an update of the proposed EMS station and it’s design progression. (Exhibits A1-A4)

Mayor Mouton asked, “Can you clarify the confusion that is occurring with the organizational chart?”

Mr. Hemminger responded, “There are some volunteer positions within the Fire Department structure that have organizational authority, but are not trained in the policies and procedures or familiar with the personnel handbook followed by the City. In many cases, these volunteers have been asked and allowed to supervise and manage paid employees. In some instances, a paid employee has been instructed to do a task by the volunteer that may be contrary to a particular City policy due to the volunteer’s lack of the familiarity of City procedures.”

Mr. Hemminger continued with the presentation of the proposed EMS organizational structure chart. A recommendation to have one paid EMS Assistant Chief to oversee one paid EMS Captain that supervises four 24 hour shifts, that consists of a Lieutenant overseeing three full-time paramedics. This creates a neat orderly line of authority and unity of command to make sure each shift is managed properly. There will also be a volunteer Deputy Chief of EMS for the volunteer side, which is structured to manage the volunteers within the organization.

Mr. Hemminger discussed the current rendition of the proposed site plan and design of the EMS Station 3. The projected date for this project to go out for bid is in August to potentially award a contract and possibly break ground by November 2018.

9. ADJOURNMENT - Mayor Mouton adjourned the meeting at 8:49 p.m.

ATTEST:

APPROVED:

Shannon Bennett, TRMC
City Secretary

Jerry Mouton
Mayor