

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 18, 2018, BEGINNING AT 6:30 P.M., WITH THE FOLLOWING MEMBERS PRESENT:

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

MAYOR
COUNCILWOMAN
COUNCILMAN
COUNCILMAN
COUNCILMAN
COUNCILMAN

OTHER CITY OFFICIALS PRESENT:

JAY STOKES
GARY JACKSON
SHANNON BENNETT
JIM FOX

CITY MANAGER
ASSISTANT CITY MANAGER
CITY SECRETARY
CITY ATTORNEY

1. MEETING CALLED TO ORDER – Mayor Mouton called the workshop to order at 6:30 p.m.
2. EXECUTIVE SESSION- CONSULTATION WITH CITY ATTORNEY – POTENTIAL LITIGATION – Mayor Mouton recessed the meeting at 6:30 p.m. for an Executive Session.
3. RECONVENED – Mayor Mouton reconvened the workshop meeting at 6:59 p.m.
4. DISCUSSION OF ISSUES RELATING TO THE STRATEGIC PLAN IMPLEMENTATION REPORT UPDATE – Gary Jackson, Assistant City Manager gave an overview of the organization of the sixth and final Strategic Plan that began in 2014. Mr. Jackson advised the Council the facilitator will only highlight the high points of the plan and answer any questions. The Strategic 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 (Charlie Sandberg); Comprehensive Planning (Bill Pedersen); Economic Development(Gary Jackson); and Public Safety (Robert Hemminger).

Mr. Jackson commented, “We started off with a vision and a mission statement. All of our goals, objectives and strategies have been all tailored to fit within that vision and mission statement.”

City Secretary, Shannon Bennett gave a brief summary of the Governance and Leadership actions and steps that have been completed with the exception of the Charter Review and Election, which is still being updated and will be discussed at a future Council meeting. If a Charter Election is recommended, the election would have to be ordered by February 15, 2019.

Parks and Recreation Director, Charlie Sandberg gave an overview of the Quality of Life/Image actions and steps that have been completed with the exception of Center Street Revitalization Master Plan which has not been updated in some time. The Wayfinding Program Phase I is to be completely implemented by the end of 2018.

Public Works Director, Bill Pedersen gave a summary of the comprehensive plan actions and steps that addresses infrastructure and facility needs including zoning, streets, drainage, utilities, and city facilities.

Assistant City Manager, Gary Jackson, gave an overview of the Economic Development strategies that include the adoption of an overall economic development policy for the City, approval of updates to the tax abatement plan, a Charter 380 agreement with Cencor Acquisition Company Inc. and the approval of three additional incentives for the Texas Enterprise Zone Program.

Assistant City Manager, Gary Jackson gave a brief summary of the Public Safety strategies that provides for the safety of citizens; enhance emergency operations; builds capacity; and provides collaborative/cooperative response. Key projects include the gun range and the new EMS building.

City Manager, Jay Stokes commented, “We have accomplished a great deal over the past five years, that’s a credit to Council, Staff and through our voters for voting in the sales taxes that have helped pay for all of this. As far as moving forward, as you can see, this plan has mostly been accomplished. There are a handful of items that have not been complete, which can be carried over. In March 2014, we met with Ron Cox, who created the strategic plans for the Education Support Center building for the school district. What we want to do is bring Mr. Cox back this March 2019, to get started on a new 5 year plan.”

5. DISCUSSION OF ISSUES RELATING TO REDUCING TANDEM’S RETAINAGE FROM 5% TO 2% FOR THE SOCCER FIELDS – Parks and Recreation Director, Charlie Sandberg gave an overview of the current soccer field and the issue with the grass. The contractor has asked to reduce the retainage amount from 5% to 2%. This permits the contractor to compensate all of his subcontractors due to inclement weather and project modifications. The 2% retainage will be held until close out and completion of the project.

Mayor Mouton asked, “Are you and the Staff comfortable with that?”

Mr. Sandberg responded, “Yes. We do not have a problem with that.”

6. DISCUSSION OF ISSUES RELATING TO THE QUARTERLY FINANCIAL REPORT FOR THE FISCAL YEAR 2017-2018 FOURTH QUARTER ENDING SEPTEMBER 30, 2018 – Finance Director Donna Todd gave an overview of the budget for the quarter highlighting the expenditures and revenues of each fund. (Exhibit A1-A6)
7. DISCUSSION OF ISSUES RELATING TO THE YOUTH SPORTS ORGANIZATION UTILIZATION AGREEMENT ADDENDUMS AND PROJECT UPDATES – Parks and Recreation Director, Charlie Sandberg gave an overview of the addendums that are required to meet facility usage due to prolonged construction on the renovated Deer Park Girls Softball complex and the newly constructed Deer Park Soccer Complex. An update was given on the Soccer and Girls Softball Type B Deer Park Community Development Corporation projects.
8. ADJOURN – Mayor Mouton adjourned the workshop meeting at 7:29 p.m.

ATTEST:

APPROVED:

Shannon Bennett, TRMC
City Secretary

Jerry Mouton, Jr.
Mayor