

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 17, 2019, BEGINNING AT 6:30 P.M., WITH THE FOLLOWING MEMBERS PRESENT:

JERRY MOUTON, JR.  
SHERRY GARRISON  
TJ HAIGHT  
TOMMY GINN  
BILL PATTERSON  
RON MARTIN  
RAE SINOR

MAYOR  
COUNCILWOMAN  
COUNCILMAN  
COUNCILMAN  
COUNCILMAN  
COUNCILMAN  
COUNCILWOMAN

OTHER CITY OFFICIALS PRESENT:

JAMES 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. COMMENTS FROM AUDIENCE – No comments received.
3. EXECUTIVE SESSION – POTENTIAL LITIGATION – Mayor Mouton recessed the workshop meeting at 6:30 p.m. for an Executive Session.
4. RECONVENED – Mayor Mouton reconvened the workshop meeting at 6:57 p.m.
5. DISCUSSION OF ISSUES RELATING TO THE NEW STRATEGIC PLAN REPORTING FORMAT – Assistant City Manager Gary Jackson gave an overview of the streamline process for the new reporting format and the priorities Council set after the prioritization process that identified six areas of emphasis along with the other strategies in the respected area. Quarterly meetings for team leaders will be set to be able to discuss all of the goals and steps towards achieving the strategies that have been identified. Next year will be the first annual report where Staff will present the goals that have been met for the Strategic Plan that were organized and ranked from highest to lowest within each area of emphasis to Council. (Exhibit A1-A5)

6. DISCUSSION OF ISSUES RELATING TO THE QUARTERLY FINANCIAL REPORT FOR THE FISCAL YEAR 2018-2019 FOURTH QUARTER ENDED SEPTEMBER 30, 2019 – Finance Director Donna Todd gave an overview of the preliminary and unaudited results for the fiscal year (October 2018 – September 2019) and highlighted the expenditures and revenues of each fund. The revenue and expenditure accounts for all funds do not yet include final entries for year-end accruals, interfund transfers, or final audit adjustments. The auditors plan to begin the final audit work in mid-January 2020 and the final results of the FY 2018-2019 audit will be presented to City Council no later than the March 17, 2020 meeting.
7. DISCUSSION OF ISSUES RELATING TO A RECOMMENDATION FROM THE TOURISM COMMITTEE REGARDING SPONSORSHIP OF THE 2020 SAN JACINTO DAY FESTIVAL (HOTEL OCCUPANCY TAX FUNDS) – Public Relations/ Marketing Specialist Kristin Callahan gave an overview of the \$10,000 the City of Deer Park has allocated in hotel occupancy tax funds for sponsorship of the annual San Jacinto Day Festival and Battle Re-enactment. A third party marketing firm, Manlove Marketing, is making some significant changes to the format of the event that includes a \$10 charge for parking, as well as changes to the event with small re-enactments planned throughout the day. A recommendation from the Tourism Committee is that City Council follow through with providing the budgeted \$10,000 in support of the event.
8. ADJOURN – Mayor Mouton adjourned the workshop meeting at 7:15 p.m.

ATTEST:

APPROVED:

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Shannon Bennett, TRMC  
City Secretary

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Jerry Mouton, Jr.  
Mayor