

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 15, 2020 BEGINNING AT 6:15 P.M., WITH THE FOLLOWING MEMBERS PRESENT:

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

MAYOR
COUNCILWOMAN
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 6:15 p.m.
2. COMMENTS FROM AUDIENCE – No comments received.
3. 2020 STRATEGIC PLAN UPDATE – Assistant City Manager Gary Jackson gave an overview of the Strategic Plan update that includes six (6) areas of emphasis, which are Leadership/Governance, Quality of Life/Image, Comprehensive Planning, Economic Development, Public Safety and Organizational Excellence. The “Team Facilitators” presented an update on the Strategic Plan to Council that highlighted the most significant strategy of choice that represented the goals met and ranked from within each area of emphasis selected by Council. Director serving as a Team Facilitator as follows:

Area of Emphasis 1: Leadership and Governance – Facilitator: Shannon Bennett, City Secretary

Area of Emphasis 2: Quality of Life/Image - Facilitator: Charlie Sandberg, Director of Parks and Recreation

Area of Emphasis 3: Comprehensive Planning - Facilitator: Bill Pedersen, Director of Public Works

Area of Emphasis 4: Economic Development - Facilitator: Gary Jackson, Assistant City Manager

Area of Emphasis 5: Public Safety - Facilitator: Robert Hemminger, Director of Emergency Services

Area of Emphasis 6: Organizational Excellence - Facilitator: Bill Philibert, Director of Human Resources

Councilwoman Garrison commented, “This was very interesting. I know a lot of hard work went into this. I want to thank all of you all for doing this and putting it all together. I really appreciate it and I really appreciate you all.”

Councilman Patterson and Councilman Ginn also expressed their gratitude to Staff.

4. DISCUSSION OF ISSUES RELATING TO THE RAW WATER APPLICATION WITH THE CITY OF HOUSTON – City Manager James Stokes advised Council of the current contract with the City of Houston for raw water expiring on December 31, 2020 and that the City’s contract must be renewed. The City of Houston recently opened an application process for their raw water customers to seek a new contract.

Water Plant Supervisor Nicholas Cook gave an overview of the application process and the recommendations to apply for a maximum of 7 million gallons per day. Currently, the water rates will stay in place until a new contract is finalized. Mr. Cook advised Council that earlier this fall the City of Houston opened a comment period for their raw water customers to submit questions regarding the new water contract. The City of Deer Park submitted several questions in timely fashion, but to date, have not received any response from the City of Houston.

5. DISCUSSION OF ISSUES RELATING TO THE QUARTERLY FINANCIAL REPORT FOR THE FISCAL YEAR 2019-2020 FOURTH QUARTER ENDED SEPTEMBER 30, 2020 – Finance Director Donna Todd gave an overview of the preliminary and unaudited results for the fiscal year (October 2019 – September 2020) 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 late January 2021 and the final results of the FY 2018-2019 audit will be presented to City Council no later than the March 31, 2021 meeting. (Exhibit A1-A12)

6. DISCUSSION OF ISSUES RELATING TO THE CITY OF DEER PARK ACCOMPLISHMENTS DURING 2020 – City Manager James Stokes gave an overview of the accomplishments that Staff and the City as a whole have made in 2020. There were challenges that this year presented, but Staff took the opportunity to learn to adapt by offering programs and services to our residents in need in a new and health-conscious way. Mr. Stokes advised Council of the many accomplishments and recognized the individual/groups pertaining to leadership on a regional, state and national level as well as a number of other significant achievements for the City as a whole. The accomplishments include:

- Mayor Jerry Mouton received the “Public Official of the Year” award from the Master of Public Administration (MPA) Program at the University of Houston in March.

- The City Council was selected as the City Council of the Year for 2020 by the Texas City Management Association (TCMA).
- For the first time in the organization's history, a Municipal Excellence Award from the Texas Municipal League was received. The award, given in the category of Management Innovations, recognizes our efforts in creating a Public Information Officer/Emergency Management Coordinators Network in partnership with the City of La Porte, Texas.
- The Parks & Recreation Department received national acclaim in earning its Commission for Accreditation of Park and Recreation Agencies (CAPRA) accreditation from the National Recreation and Park Association. This recognition, held by only 20 entities in Texas, reflects the culmination of years of effort on the part of Parks & Recreation Staff and partnership with several City Departments.
- The Parks & Recreation Department won two (2) photography awards from the Texas Recreation & Parks Society (TRAPS) – East Region. Additionally, employee Emma Long won the TRAP – East Region “Part-timer of the Year” award.
- Chief of Police Greg Grigg was elected President of the Houston Area Police Chiefs Association (HAPCA) and the Deer Park Rotary Club.
- Human Resources Director Bill Philibert was reappointed to the Texas Municipal Retirement System (TMRS) Board, and remained its Chair until the end of 2020.
- Standard and Poor's Global Ratings re-affirmed the City's “AAA” bond rating with a “stable outlook.” According to the report, the AAA rating reflects the City's strong financial management, strong budgetary performance and strong budgetary flexibility.
- Under the direction of Director of Finance Donna Todd, the City received a Certificate of Achievement for Excellence in Financial Reporting for its Comprehensive Annual Financial Report (CAFR) from the Government Finance Officers Association (GFOA). This was the 32nd consecutive year that the City has received this prestigious award.
- Public Works Operations Supervisor Kathy Holcomb was appointed to the Texas General Land Office (TGLO) CDBG MIT Citizens Advisory Committee.
- City Manager James Stokes was elected Vice President of The Texas City Management Association (TCMA) after completing the term as President of TCMA Region 6.
- The Deer Park Public Library received another Achievement in Excellence Award from the Texas Municipal Library Directors Association. This is the 6th time the Library has won this award.
- The City received over \$24,000 in CARES funding to assist with unemployment costs. This reflects 50% of our unemployment insurance costs.
- The berms at the Police Department's Gun Range, which were damaged during Hurricane Harvey and were reconstructed this year.
- Grant Funding for multiple projects/reimbursements (CARES ACT, FEMA, Harris County Flood Control District).
- Interlocal Agreements with Harris County/Harris County Flood Control District (HCFCD) pertaining to flood control.

City Manager James Stokes commented, “This has been a very blessed year for us.”

7. DISCUSSION OF ISSUES RELATING TO SEEKING OF FISCAL YEAR 2022 STEP COMMERCIAL MOTOR VEHICLE (CMV) TRAFFIC ENFORCEMENT GRANT –

Chief Grigg gave an overview of the grant totaling \$15,798.78 that will provide approximately 261 hours of enforcement and/or education on commercial motor vehicles with the explicit goal of reducing crashes involving these vehicles. The area covered is designated as the north end of the City covering Highway 225 south to Pasadena Boulevard.

8. DISCUSSION OF ISSUES RELATING TO THE SEEKING OF FISCAL YEAR 2022 STEP COMPREHENSIVE TRAFFIC ENFORCEMENT GRANT – Chief Grigg gave an overview of the grant totaling \$68,656.68 that will be focused on reducing the number of accidents, injuries, and fatalities in Deer Park through the overtime enforcement of traffic statutes and public awareness efforts. This will take place during the period of time from October 1, 2021, through September 30, 2022, with a special emphasis on Christmas/New Year's, Spring Break, Memorial Day, Independence Day and Labor Day. The grant will provide for approximately 1,017 hours of enforcement in selected enforcement zones.
9. ADJOURN – Mayor Mouton adjourned the workshop meeting at 7:22 p.m.

ATTEST:

APPROVED:

Shannon Bennett, TRMC
City Secretary

Jerry Mouton, Jr.
Mayor