

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 MAY 7, 2019, BEGINNING AT 6:30 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
JIM FOX

CITY MANAGER
ASSISTANT CITY MANAGER
CITY SECRETARY
CITY ATTORNEY

1. MEETING CALLED TO ORDER – Mayor Mouton called the workshop to order at 6:45 p.m.
2. EXECUTIVE SESSION – POTENTIAL LITIGATION – Mayor Mouton recessed the workshop meeting at 6:30 p.m. for an Executive Session.
3. RECONVENED – Mayor Mouton reconvened the workshop meeting at 6:52 p.m.
4. PRESENTATION OF THE TRAFFIC SIGNAL COORDINATION ON EAST BOULEVARD – Terry McDaniel and Suzanna Set of Midtown Engineers, gave an overview of the documented findings of the traffic study and coordinated signal timing for East Boulevard, between E. Thirteenth Street and Spencer Highway. (Exhibit A)
5. DISCUSSION OF ISSUES RELATING TO THE STATUS OF TYPE B PROJECTS FOR JANUARY - MARCH 2019 – Charlie Sandberg gave an overview of the Type B Projects and the status of progress and completion. (Exhibit B1-B3)

Mr. Sandberg introduced Tim May, of Halff and Associates, who presented an update on the status of the Girls Softball Complex. Mr. May highlighted the basic two parts of the complex, that include the common areas and the fields of play. Mr. May spoke of the verification walk through of the project with Staff, Tandem Contractor, Halff and

Associates and representatives of the Girls Softball League. A letter of only partial completion for the common areas was issued due to the playing fields not being ready and the conditions of the fields for the players were unsafe. (Exhibit C1-C5)

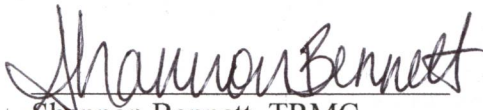
Parks and Recreation Parks Operation Coordinator, Tiffany McGallian, gave an overview of and presented pictures of damaged fields. (Exhibit D1-D3)

6. RECESS/RECONVENE – Mayor Mouton recessed the workshop meeting at 7:30 p.m. to open up the regular meeting and reconvened the workshop meeting at 7:30 p.m.


After a lengthy discussion, Mayor Mouton commented, “We want this corrected, first and foremost. I guess you can feel the frustration, we want it corrected as soon as possible so we can have a projected time frame of when we can receive the project in completion so everyone can be happy.”

7. ADJOURN – Mayor Mouton adjourned the workshop meeting at 7:03 p.m.

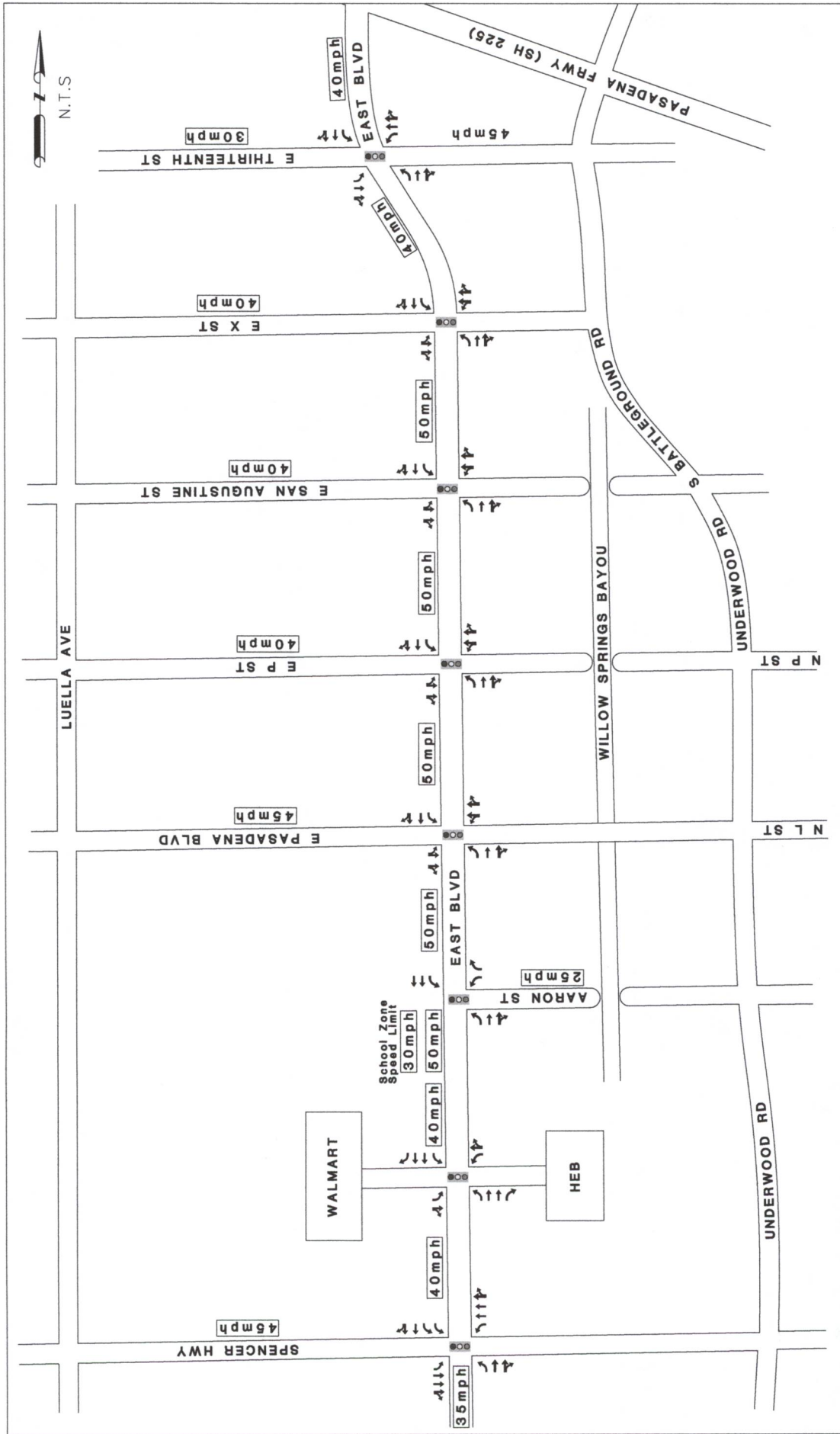
ATTEST:


Shannon Bennett, TRMC
City Secretary

APPROVED:



Jerry Mouton, Jr.
Mayor



<p>Midtown Engineers, LLC</p>	<p>EXHIBIT 2:</p> <p>EXISTING POSTED SPEED LIMITS AND LANE CONFIGURATIONS</p>
<p>LEGEND:</p> <p>N/A</p>	

Deer Park CDC Project Update

January – March 2019

Dow Park Pavilion Project - This project was identified as one of seven approved projects in the 2015 Type B dedicated sales tax election that was voted for by Deer Park residents. The City entered into a contract with Halff Associates as the architect and South Pool and Spa as the general contractor. The project is funded with \$1.5 million from Type B sales tax. The new restroom buildings were installed and progress continues on the pavilion structures. The City terminated the contract with the previous general contractor and awarded a contract for the completion of the project to Mills Construction. The project was completed in September of 2018.

- Acceptance of completion of and retainage release for DPCDC Dow Park Pavilion project.
- Ribbon cutting and dedication for the Dow Park Pavilion held on September 27th.

Maxwell Adult Center - This project was one of seven approved projects in the 2015 Type B dedicated sales tax election that was voted for by Deer Park residents. The project is funded with \$2 million from Type B sales tax. The City of Deer Park selected Halff Associates as the architect and Frost Construction as the general contractor for the project. Construction began in November of 2017. Demo of the interior and site preparation for the new addition has been completed. The project is complete and building is currently in use with minimal punch list items remaining.

- Project is complete with only minor punch list items.
- Parks and Recreation Department hosted pre-opening tours on November 20th and 21st.
- December 19, 2018 marked the first day of Maxwell regular operations post renovations.
- January 15, 2019 ribbon cutting
- Ongoing work to complete Maxwell close out documents.
- Discussions with Frost Construction concerning canopy extension.

Girls Softball Complex - This project was identified as one of seven approved projects in the 2015 Type B dedicated sales tax election that was voted for by Deer Park residents. This project is funded by \$3 million from Type B sales tax. The City selected Tandem Services as the general contractor and Halff Associates as the architect for this project. Construction began in January 2018. The project is on schedule to be completed by the end of 2018.

- Project is roughly 98% complete.
- Meeting on Bi-weekly basis with Tandem Services, City staff, and Halff.
- Several contingency modifications have been executed for the project.
- Concession and restroom building is completed.
- Turf has been installed and is being cared for.
 - Several areas were removed and replaced due to the wrong type of turf being installed.
- Batting cages have been installed and completed.
- Hydramulching around complex has been completed.

- Work completed to fine grade the skinned areas of the fields.
- Irrigation has been installed and inspected.
- Field lights, parking lot lights, and security lights have been commissioned.
- Scheduling of walk through for substantial completion.
- Scheduled completion of the facility is May 2019 with usage to begin once grass playing surfaced is determined to be safe for play.

New Soccer Complex - This project is another one of the seven approved projects in the 2015 Type B dedicated sales tax election. The project is being funded with \$4 million from Type B sales tax. The City of Deer Park selected Halff Associates as the architect and Tandem Services as the general contractor. Construction began in January 2018. The project is on schedule and is expected to be completed in early 2019.

- Project is roughly 95% complete.
- Meeting on Bi-weekly basis with Tandem Services, City staff, and Halff.
- Concession and restroom building is completed.
- Center Point has installed the electrical meter for the facility.
- Irrigation has been installed and is approved.
- Parking lot and driveway for facility has been completed.
- City Council approved change order for additional dirt and sod for 2 playing fields.
- Field sprigging will begin once weather allows for sprigging.
- Fields are expected to take several months for turf to establish.
- Sod expected to be established and ready for fall play.
- Flatwork has been completed around the site.

Community Center – This project is another one of the seven approved projects in the 2015 Type B dedicated sales tax election. The project is being funded with \$6 million from Type B sales tax. This project is currently under staff review and discussion.

- City of Deer Park has hired Brinkley, Sargent, Wigington has architectural firm for consulting and design of the potential renovations and expansion of the Deer Park Community Center.
- City staff visited 5 Houston area recreation centers to begin researching facility design and trends.
 - December 13 – Eagle Pointe, Imperial Recreation Center, Pearland Recreation Center
 - December 20 – C.K. Ray Recreation Center and West University Place Recreation Center
- January 14 - City staff visited 4 DFW area recreation centers to continue researching facility design and trends.
 - Richardson Heights Center, Farmers Branch Aquatics and Recreation Centers, Keller Pointe Recreation Center, The Link (Richland Hills) Recreation Center
- January 28 – Joint meeting of the City Council/Deer Park Community Development Corp. Parks and Recreation Commission to discuss items related to the Community Center Renovations.
- February 25 – Joint meeting of the City Council/Deer Park Community Development Corp. Parks and Recreation Commission to discuss items related to the Community Center Renovations
- March 25 – Joint meeting postponed due to incident related to International Terminals Company Incident. The joint meeting was rescheduled to April 22, 2019.

Hike and Bike Trails - This project is another one of the seven approved projects in the 2015 Type B dedicated sales tax election. The project is being funded with \$500,000 from Type B sales tax.

- Limited discussions with staff have taken place.
- City staff met with Bruditt Consultants for potential design of the Hike and Bike Trails comprehensive plan.
- Enter into agreement with Burditt Consultants, LLC. for professional services for the development of the Type B Hike and Bike trails.

Spencerview Athletic Complex - This project is another one of the seven approved projects in the 2015 Type B dedicated sales tax election. The project is being funded with \$3 million from Type B sales tax.

- This project was completed in August of 2017 and is currently in use.
- Ongoing discussions with Harris County Flood Control on Spencerview Bridge project



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PUNCH LIST

To: Tandem Services
Attn: Dustin Johnson

Date: April 23, 2019

From: Kristin M. LeBlanc, P.E., Tim May, RLA

AVO: 31558.022

Email: kleblanc@halff.com; tmay@halff.com

Project: Deer Park Softball Field Renovation

Contract for: Deer Park Softball Field Renovations

The following items require the attention of the Contractor for completion or correction. This list may not be all-inclusive, and the failure to include any items on this list does not alter the responsibility of the Contractor to complete all Work in accordance with the Contract Documents.

A site visit was conducted on April 22, 2019.

ITEM NO.	LOCATION (AREA)	DESCRIPTION	COMPLETION DATE	A/E CHECK DATE
1.	Grate Inlet A1	Grout all cracks, grout around pipes, install invert.		
2.	Grate Inlet A2	Grout all cracks, remove excess concrete, install invert, and remove debris.		
3.	Grate Inlet B1	Grout all cracks, install invert, and cut pipe flush with the box.		
4.	Grate Inlet B2	Grout all cracks, grout between box and top, install invert.		
5.	Main sidewalk entrance	Install "No Parking on Grass" signs on each side of the main sidewalk entrance to the complex. See sheet L1.01.		
6.	Main sidewalk entrance	The existing "No Parking on Grass" sign near Field 2 needs to be turned to face the drive aisle. See sheet L1.01.		
7.	Fire Lane Striping at main sidewalk entrance	Finish striping the fire lane on the driveway at the main sidewalk entrance to the complex.		
8.	Fire Lane Striping at hammerhead area.	Finish striping the fire lane at the hammer head on the west side of the new parking area.		



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9.	Hammerhead	Install "No Parking on Grass" sign. See sheet L1.01.
10.	Hammerhead	Remove piles of dirt. Coordinate with the City on where they want the dirt relocated.
11.	Electrical Conduit	Cut all electrical conduits to grade.
12.	Dugouts	Check the dimensions of the dugouts. See detail 3 on sheet L3.06 for dimensions.
13.	Dugouts	Verify the placement of the player bench within the dugouts. See detail 3 on sheet L3.06 for dimensions.
14.	Dugouts	All dugout outlets need to be accessible. Any outlet that is not centered on the fence, should be turned 90 degrees to face the fields.
15.	Parking area	Remove broken wheelstops from parking area. As discussed in the field, move extra wheelstops to the end of the hammerhead (near the dumpster enclosure) and place them to block vehicles from driving onto the grass.
16.	Southeast corner of the existing parking lot - Ex. Light pole	Repair the concrete on the top of the light pole base. Backfill around the electrical box.
17.	Drainage swale along West Parking	Remove debris and mow drainage swale to ensure positive drainage.
18.	Existing drainage swale	Mow and desilt existing swale per approved plans. Remove all debris from the swale.
19.	Outfall drainage swale	Root rake, desilt, remove debris and hydromulch the swale.
20.	SETs	Remove all debris from the SETs.
21.	East of Field 2 (in open area)	Remove the stake and existing wire from the demolished light pole east of Field 2.
22.	Handicap Parking	Backfill the hole from the sign that was demolished near the HC parking area, next to the existing light pole.
23.	Pavement	Clean all pavement of debris, dirt, etc.
24.	Dedication Plaque	Install the dedication plaque per the plans and specifications.



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25.	Grass areas	Hydromulch remaining areas as well as any thin and/or bare areas.
26.	Play fields	See attached notes on site plan for play field punch items
Field #1		<ol style="list-style-type: none">1. Low spot in right center field2. Low spot at outfield fence3. Center to left field – re-nozzle as needed to match GPM with rotor pattern4. Center to right field – re-nozzle as needed to match GPM with rotor pattern5. Dead grass behind 3rd base6. Edge the infield lip then chemically eradicate spreading bermuda (runners) on the clay surface
Field #2		<ol style="list-style-type: none">1. Dead grass behind 1st and 2nd bases2. Low spot at outfield fence (center field)3. Irrigation head off at 3rd base4. Edge the infield lip then chemically eradicate spreading bermuda (runners) on the clay surface
Field #3		<ol style="list-style-type: none">1. Low spot at lip behind 1st & 2nd base2. Dead grass center field3. Edge the infield lip then chemically eradicate spreading bermuda (runners) on the clay surface
Field #4 (practice)		<ol style="list-style-type: none">1. Several dead grass spots throughout outfield2. Lip too high from 1st base to 3rd base. Will require excavation of approx. 3' of sod at lip, lower grade, and re-sod to fix drainage and playability3. Low spots in infield – can perhaps be repaired by intention grooming of infield4. Edge the infield lip then chemically eradicate spreading bermuda (runners) on the clay surface
Field #5 (practice)		<ol style="list-style-type: none">1. Lip too high behind 2nd base2. Low spots center field near outfield fence3. Quick coupler repaired behind 3rd base – grade needs to be repaired and re-sod4. Dead grass right-center field5. Edge the infield lip then chemically eradicate spreading bermuda (runners) on the clay surface
Field #6		<ol style="list-style-type: none">1. Large low spot left-center field



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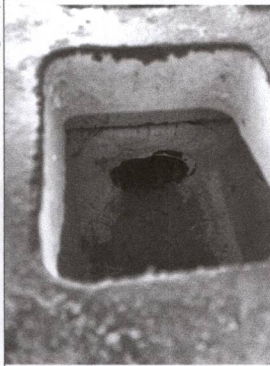
27.	Turf outfields	<ol style="list-style-type: none">2. Entire outfield irrigation needs to be re-nozzle to match GPM with rotor pattern3. Edge the infield lip then chemically eradicate spreading bermuda (runners) on the clay surface
28.	Irrigation	The rolling of sod is not acceptable to correct drainage, level field of play, or tighten sod gaps.
29.	Irrigation	Submit an record drawings of irrigation plan per Specification 328400 Section 1.9
30.	Irrigation	Submit controller chart of irrigation plan per Specification 328400 Section 1.10
31.	Irrigation	Submit Operation and Maintenance Manuals per Specification 328400 Section 1.11
32.	All Fields	Submit Attic Stock per Specification 328400 Section 1.16
33.	All fields	Red dirt elevation is too low at backstop curbing. This 1'-1 1/2' exposed lip will create a playability issue. Raise elevation to flush with top of backstop curb
34.	Irrigation controller	Lip issues at each field is impeding infield drainage. It is imperative that surface drainage flow across infield, lip and out the back of field (outfield fence) effectively. Nearly every field has sod too high at lip, the migration of red dirt into the turf was not part of the grooming procedure, and some instances the infield grade dips lower than the lip area.
		Place electrical cord in conduit. Intern of contract documents was to hard wire the electrical connection and not have a plug in connection for the controller. Hard wire connection is required.



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PICTURES:

Item 1:



Item 2:



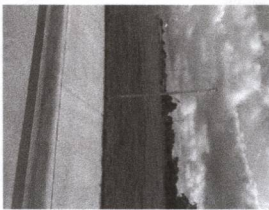
Item 3:



Item 4:



Item 6:

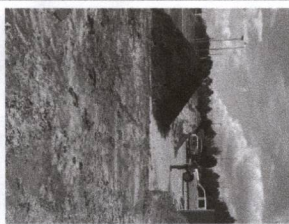


Item 7:

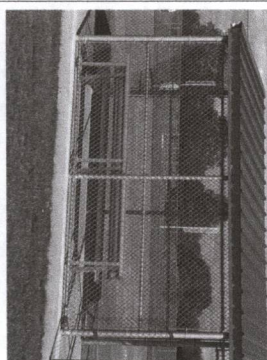


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Item 8-10:



Item 12-14:



Item 16:



Item 18:



Item 19:



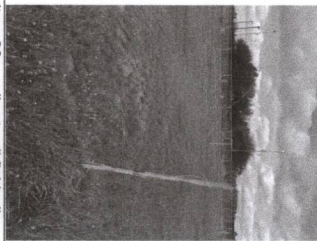
Item 20:





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Item 21:



Item 26: applies to all fields, lip condition



Item 22:



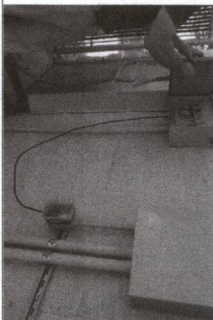
Item 26: applies to all fields, dead grass patches



Item 32:



Item 34:



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Attachment: Play field punch notes

SIGNED: Kristin LeBlanc, P.E.

Kristin LeBlanc

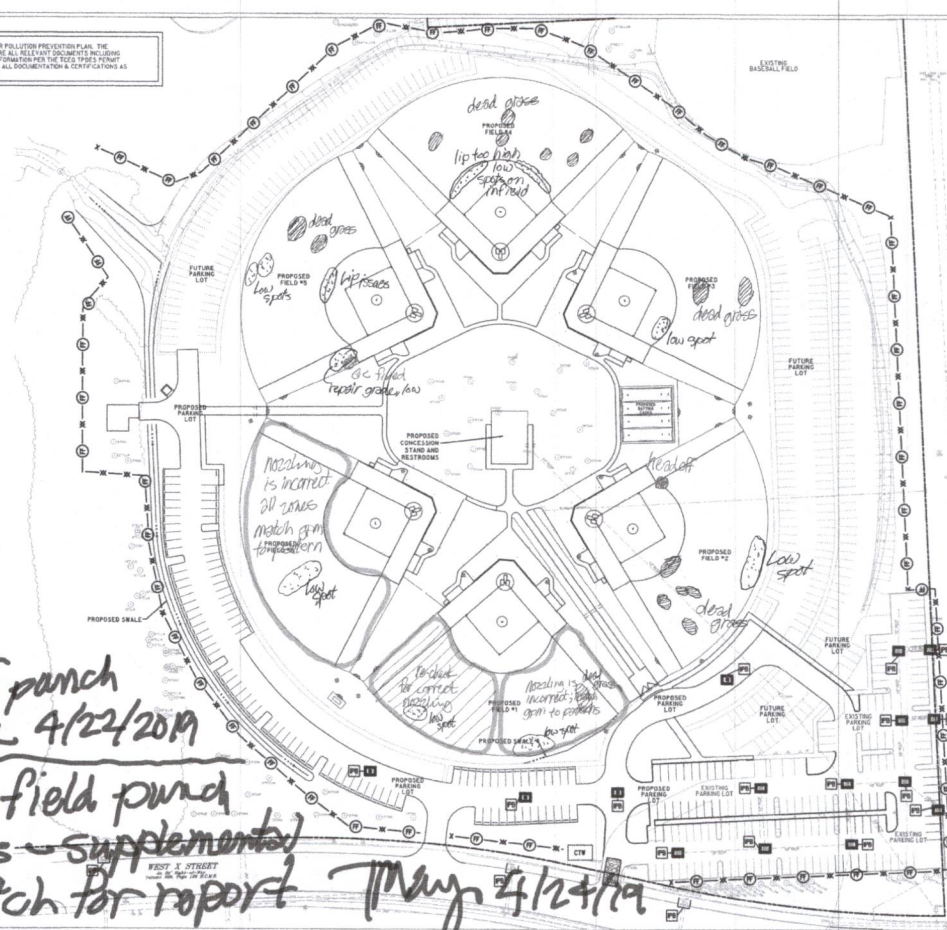
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Half punch
walk 4/24/2019

Play field punch
notes - supplemental
sketch for report

May 4/24/19



N

FIG. 30

LEGEND

TO FIBER FIRM

GRATE INLET PROTECTION

GRATE INLET PROTECTION

STANDARD PROTECTION

CONCRETE WASH-OUT AREA

CITY

NOTES:

1. SEE SHEET 20 OF 20 FOR ALL APPLICABLE CITY OF SULLY/PA STANDARD DETAILS.

2. 10' BUFFER ZONE SHALL BE APPLICABLE CITY OF SULLY/PA STANDARD DETAILS.

PHASE 1
MAINTAIN EXIST. FIBER CONTROLS, INSTALL INLET PROTECTION. ADDITIONAL LANDSCAPE CONTROLS AS NEEDED.

PHASE 2
REMOVE EXIST. FIBER CONTROLS, MODIFY INLET PROTECTION. CONTROLS COMPATIBLE WITH INFILTRATION. ADDITIONAL LANDSCAPE CONTROLS AS NEEDED FOR EXISTING INFILTRATION.

PHASE 3
CONVERT EXISTING
WET PAVEMENT TO INLET PROTECTION
WITH BLACK AND WHITE PAVEMENT
OR GRAVELED PAVEMENT. EXISTING
STORM DRAIN IN SETBACK AREA.

PHASE 4
RE-CONSTRUCT EXISTING STORM DRAIN
COVERED IN LANDSCAPE AREA.
INSTALL FIBER CONTROL IN SETBACK AREA.
RE-CONSTRUCT EXISTING STORM DRAIN
COVERED IN WET PAVEMENT.

PHASE 5
INSTALL GRASS AND LOGS
AND 2'x12'S TO 2'x12'S
AND 2'x12'S TO 2'x12'S

PHASE 6
PAVING, BUSH AND LOGS
AND 2'x12'S TO 2'x12'S

PHASE 7
PAVING, BUSH AND LOGS
AND 2'x12'S TO 2'x12'S

PHASE 8
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PHASE 75
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PHASE 76
PAVING, BUSH AND LOGS
AND 2'x12'S TO 2'x12'S

PHASE 77
PAVING, BUSH AND LOGS
AND 2'x12'S TO 2'x12'S

PHASE 78
PAVING, BUSH AND LOGS
AND 2'x12'S TO 2'x12'S

PHASE 79
PAVING, BUSH AND LOGS
AND 2'x12'S TO 2'x12'S

PHASE 80
PAVING, BUSH AND LOGS
AND 2'x12'S TO 2'x12'S

PHASE 81
PAVING, BUSH AND LOGS
AND 2'x12'S TO 2'x12'S

PHASE 82
PAVING, BUSH AND LOGS
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PHASE 83
PAVING, BUSH AND LOGS
AND 2'x12'S TO 2'x12'S

PHASE 84
PAVING, BUSH AND LOGS
AND 2'x12'S TO 2'x12'S

PHASE 85
PAVING, BUSH AND LOGS
AND 2'x12'S TO 2'x12'S

PHASE 86
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AND 2'x12'S TO 2'x12'S

PHASE 87
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PHASE 88
PAVING, BUSH AND LOGS
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PHASE 89
PAVING, BUSH AND LOGS
AND 2'x12'S TO 2'x12'S

PHASE 90
PAVING, BUSH AND LOGS
AND 2'x12'S TO 2'x12'S

PHASE 91
PAVING, BUSH AND LOGS
AND 2'x12'S TO 2'x12'S

PHASE 92
PAVING, BUSH AND LOGS
AND 2'x12'S TO 2'x12'S

PHASE 93
PAVING, BUSH AND LOGS
AND 2'x12'S TO 2'x12'S

PHASE 94
PAVING, BUSH AND LOGS
AND 2'x12'S TO 2'x12'S

PHASE 95
PAVING, BUSH AND LOGS
AND 2'x12'S TO 2'x12'S

PHASE 96
PAVING, BUSH AND LOGS
AND 2'x12'S TO 2'x12'S

PHASE 97
PAVING, BUSH AND LOGS
AND 2'x12'S TO 2'x12'S

PHASE 98
PAVING, BUSH AND LOGS
AND 2'x12'S TO

**CITY OF
DEER PARK**

GIRLS SOFTBALL RENOVATIONS
AT THE COMPLEX
407 W. 1ST
CITY OF DEER PARK TEXAS

DEER PARK

Public and Recreation

HALFF

1000 S. JAMES LANE
DALLAS, TEXAS 75210
PHONE 754-2200
FAX 754-2200

Specialist / Function _____	Date AUG 11 2007
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David L. Williams
City Manager

Stamp Key

1. The City of Deer Park is hereby certifying that the information provided herein is true and correct to the best of our knowledge and belief.

2. The City of Deer Park is hereby certifying that the information provided herein is true and correct to the best of our knowledge and belief.

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10. The City of Deer Park is hereby certifying that the information provided herein is true and correct to the best of our knowledge and belief.

Aug 11 2007

ENGINEERING DEPARTMENT

Project No.: 21006-0A

Issued: 7/2/2007

Drawn By: JD

Checked By: _____

Sheet Title:

ENGINEERING

DEPARTMENT



David L. Williams
City Manager



