

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 JANUARY 21, 2020 BEGINNING AT 6:30 P.M., WITH THE FOLLOWING MEMBERS PRESENT:

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

MAYOR
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 6:00 p.m.
2. COMMENTS FROM AUDIENCE – None 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 6:45 p.m.
5. DISCUSSION OF ISSUES RELATED TO THE SPORTS ORGANIZATION UTILIZATION AGREEMENTS – Parks and Recreation Director Charlie Sandberg advised Council that on December 3, 2019, it was approved to extend the 2019 Sports Organization Utilization Agreements through the end of January 2020. Due to several items still being considered and revised, such as field usage, public access, maintenance Staff is recommending that this contract extension be amended to extend the contract through March 31, 2020.

City Manager James Stokes suggested a joint meeting to discuss the agreements and the City's role in regulating the field's usage.

Mayor Mouton commented, "I would advocate at some point that we bring in a sports management company to give us some clear analytical data in regards to what the best long term plan is to preserve the fields and move forward with a clear cut plan that is based on actual data."

6. DISCUSSION OF ISSUES RELATED TO AMENDING THE FISCAL YEAR 2019-2020 CAPITAL IMPROVEMENTS FUND BUDGET FOR OUTDOOR WARNING (SIREN) SYSTEM REPAIRS – Emergency Services Director Robert Hemminger gave an overview of the authorized funding of \$112,590.19 for a three-phase upgrade of the Whelen Outdoor Warning (Siren) System. During the replacement of system components, the need for additional component replacements has been identified and the Deer Park LEPC Executive Committee has asked the City to fund this additional requirement at a cost of \$52,517.81 so that repairs may be made immediately and the Deer Park LEPC will again reimburse the City as a fourth year to the initial project to complete project for a total cost of \$165,108.00.
7. DISCUSSION OF ISSUES RELATING TO AMENDING THE FOOD TRUCK ORDINANCE – City Secretary Shannon Bennett gave an overview of the proposed changes to the Food Truck Ordinance to include allowing a licensed trailer designed for food preparations as an eligible vendor, proof of liability insurance from the vendor, a one-year or a temporary health permit from Harris County issued to the vendor, an annual inspection performed by the Fire Marshal for the vendor's establishment and prohibiting any vendor from operating within the City at the same location for more than six (6) days per the 90 day permit period. The proposed changes also added a provision detailing a violation against the ordinance can be punishable by a fine of up to \$500 and classified as a Class-C misdemeanor. Some requirements that will be omitted within the ordinance include background checks and a list of menu items to be sold.

Councilman Patterson asked, "Is there a concern for the safety of the public from our Police Department by not having the requirement of the background check?"

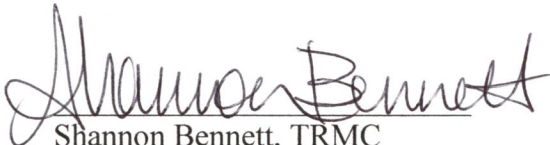
Police Chief Grigg responded, "No. If there is any issue with an individual, we will come take care of it."

8. DISCUSSION OF ISSUES RELATING TO THE FISCAL YEAR 2019-2020 BUDGET CALENDAR AND IMPACT OF S.B. 2 – Assistant City Manager Gary Jackson gave an overview of the 2019-2020 budget calendar year that includes budget related workshops, meetings and hearings for the City staff, City Council, the CCPD Board, the FCPEMSD Board and the Deer Park Community Development Corporation Board. Mr. Jackson also discussed the potential impact Senate Bill 2 will have on FY 2020-2021. This bill became effective January 1, 2020 and did not impact the current fiscal year 2019-20 tax process, but will affect fiscal year 2020-2021. Had the legislation been applied to the current year's property tax rates, it would have resulted in a loss of \$669,512 in maintenance and operations as well as \$412,153 in industrial district revenue. Together, the total loss in these significant revenue sources supporting the General Fund would have been \$1,081,655. (Exhibit A1)

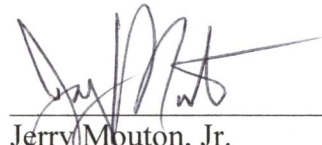
Mr. Jackson commented "We do not know what the tax base is going to be on the tax roll yet for next year because it is way too early for that. This will affect us on the maintenance and operations side of the budget and will definitely be an impact."

9. DISCUSSION OF ISSUES RELATING TO AN AMENDMENT TO THE CONTRACT BETWEEN THE CITY OF DEER PARK AND THE TEXAS EMERGENCY SERVICES RETIREMENT SYSTEM (TESRS) – Emergency Services Director Robert Hemminger gave an overview of the Texas Emergency Services Retirement System for volunteer firefighters and EMS personnel in which the pension benefit is calculated based on a monthly contribution during the member's active service. The TESRS system does not have any form of COLA or other increase post-retirement, so a "13th check" is a mechanism that gives the retirees an increase in the form of one extra payment per year. This check is a one-time payment that if authorized, is available within the adopted budget with Council's approval.
10. ADJOURN – Mayor Mouton adjourned the workshop meeting at 7:24 p.m.

ATTEST:


Shannon Bennett, TRMC
City Secretary

APPROVED:


Jerry Mouton, Jr.
Mayor

CITY OF DEER PARK
BUDGET SCHEDULE FOR FY 2020-2021
 (INCLUDES COUNCIL, CCPD, FCPEMSD & DPCDC)

Date	Time	Meeting Description
March 23	TBD	"Budget Kickoff" meeting to discuss FY 2020-2021 budget process and distribute budget materials.
April 27	5:30 PM	DPCDC Board of Directors reviews preliminary FY 2020-2021 DPCDC Budget
April 27 – May 22	TBD	City Manager/Assistant City Manager/Finance Director Meetings with Department Heads to discuss FY 2019-2020 budget estimates and FY 2020-2021 budget requests.
May 18	5:15 PM	CCPD Meeting – PD presents proposed FY 2020-2021 CCPD budget to board. Board schedules public hearing on proposed budget <i>(Note: a P&Z Meeting is scheduled this evening.)</i>
May 18	5:45 PM	FCPEMSD Meeting – FD presents proposed FY 2020-2021 FCPEMSD budget to board. Board schedules a public hearing on budget <i>(Note: a P&Z Meeting is scheduled this evening.)</i>
May 27		Notice for FCPEMSD public hearing on proposed FCPEMSD budget runs in newspaper.
May 27		Notice for CCPD public hearing on proposed CCPD budget runs in newspaper.
June 15	5:15 PM	CCPD public hearing on CCPD budget.
June 15	5:45 PM	FCPEMSD public hearing on FCPEMSD budget.
June 15	After P.H.	FCPEMSD budget workshop – (follows Public Hearing)
June 25	TBD	Distribute FY 2020-2021 Budget Workbooks to Council.
June 29	5:30 PM	City Council Budget Workshop.
June 30	5:30 PM	City Council Budget Workshop <i>(if necessary)</i> .
July 6	5:15 PM	CCPD Meeting to adopt FY 2020-2021 CCPD budget. <i>(Board submits budget to Council)</i>
July 6	5:45 PM	FCPEMSD meeting to adopt FY 2020-2021 FCPEMSD budget. <i>(Board submits budget to Council)</i>
July 21	7:30 PM	City Council calls for public hearing on proposed CCPD and FCPEMSD budgets.
July 27	5:30 PM	DPCDC adopts FY 2020-2021 Budget and submits to Council.
July 27		Submit Notice for Council public hearing on City budget to newspaper.
July 28	TBD	City Manager presents proposed budget to City Council. Council calls public hearing on proposed City budget – <i>Special Meeting</i> .
July 29		Notice for Council public hearing on CCPD budget runs in newspaper.
July 29		Notice for Council public hearing on FCPEMSD budget runs in newspaper.
August 5		Notice for Council public hearing on City budget runs in newspaper.
August 18	7:30 PM	Public Hearing on proposed City budget.
August 18	TBD	Council workshop on FY 2020-2021 DPCDC Budget
August 18	7:30 PM	City Council public hearing on proposed CCPD budget. City Council approves or rejects the CCPD Budget. If the governing body rejects the budget submitted by the board, the governing body and the board shall meet and together amend and approve the budget before the beginning of the fiscal year.
August 18	7:30 PM	City Council public hearing on proposed FCPEMSD budget. City Council approves or rejects the FCPEMSD Budget. If the governing body rejects the budget submitted by the board, the governing body and the board shall meet and together amend and approve the budget before the beginning of the fiscal year.
August 18	7:30 PM	City Council adopts FY 2020-2021 DPCDC Budget
Sept. 15	7:30 PM	City Council adopts FY 2020-2021 Budget.
Oct. 1		FY 2020-2021 begins.