

**City of Deer Park  
City Council Minutes  
October 19, 2022  
Meeting Location ~ Deer Park City Hall  
316 E. Crawford**

**To Access the Meeting by Phone Dial 1-669-224-3412 w/Access Code: 805-100-029#**

Mayor Verzal called the meeting to order at 7:00 p.m.

**1. ROLL CALL**

Mayor Verzal called roll and the following were:

Present: Councilmember's: Dee Cragun (Phone), Jason Upchurch, Heather Newsom, Caleb Stapp, and Naomi Diaz  
Community Services Director: Roger Krieger (Absent)  
City Staff: Brad Wainwright  
Airport Manager: Darold Schultz  
Clerk/Treasurer: Deby Cragun  
Audience: twelve

**2. Invocation**

Pastor Tim White gave the invocation.

**3. Pledge of Allegiance & Welcome**

**4. Approval of Agenda**

**IT WAS MOVED BY CRAGUN, SECONDED BY UPCHURCH; MOTION CARRIED (5-0) TO APPROVE THE AGENDA.**

**5. Approval of October 05, 2022, regular council meeting minutes and October 12, 2022, Budget Planning Minutes.**

**IT WAS MOVED BY CRAGUN, SECONDED BY STAPP; MOTION CARRIED (5-0) TO APPROVE THE OCTOBER 05, 2022, REGULAR COUNCIL MEETING MINUTES AND OCTOBER 12, 2022, BUDGET PLANNING MINUTES AS PRESENTED.**

**6. New Business**

- A. Community Development Block Grant Subrecipient Agreement Project # CDBG 22-25153 Water System Improvements, in the amount of \$350,000.00

*Mayor Verzal* reviewed the Community Development Block Grant Agreement Project CDBG 22-25153 Water System Improvements, in the amount of \$350,000.00.

**IT WAS MOVED BY CRAGUN, SECONDED BY UPCHURCH, TO APPROVE THE COMMUNITY DEVELOPMENT BLOCK GRANT SUBRECIPIENT AGREEMENT PROJECT # CDBG 22-25153 WATER SYSTEM IMPROVEMENTS, IN THE AMOUNT OF \$350,000.00**

Following discussion,

**MOTION CARRIED 5-0.**

B. Deer Park Chamber of Commerce ~ Overview of Chamber Activities 2022

Deer Park Chamber Vice-President Billy Costello presented the overview of Chamber Activities for 2022.

C. Christmas Tree Lighting ~ KC Longly Deer Park Chamber of Commerce

KC Longly from the Deer Park Chamber of Commerce stated he and the Chamber would like to see the Christmas Tree Lighting Event improved in the years to come. Mr. Longly spoke about increasing the number of lights around City Hall and refurbishing the pole decorations as these decorations are certainly showing their age. Street Supervisor Brad Wainwright stated the pole decorations are ten years old and could use a little refurbishing.

**7. Resolutions**

A. Resolution 2022-011 ~ IT Policy

Mayor Verzal read the heading to Resolution 2022-011.

**IT WAS MOVED BY CRAGUN, SECONDED BY NEWSOM; TO APPROVE RESOLUTION 2022-011 ~ IT POLICY.**

Councilmember Cragun stated preparation of this policy has been a lengthy process which included review and revision by the State Auditor's Office, the City Attorney and the City's contracted IT Department.

Councilmember Upchurch expressed concern with sections VI Internet Usage relative to Permissible Use and VIII Text and Instant Message Use relative to personal cell phones.

Councilmember Stapp stated his opinion that clarification was needed in sections VII and VIII relative to e-mail and personal cell phone use. He also wanted to see a section added that would outline the Policy and have an acknowledgement from all current and future employees.

**IT WAS MOVED BY STAPP, SECONDED BY UPCHURCH; TO POSTPONE ACTION ON RESOLUTION 2022-011 UNTIL THE NOVEMBER 2, 2022, MEETING.**

Roll Call Vote:

Councilmember Cragun ~ No  
Councilmember Upchurch ~ Yes  
Councilmember Newsom ~ No  
Councilmember Stapp ~ Yes  
Councilmember Diaz ~ No

**MOTION FAILED (NEWSOM, CRAGUN, DIAZ)**

**ORIGINAL MOTION TO APPROVE RESOLUTION 2022-011**

Roll Call Vote:

Councilmember Cragun ~ Yes  
Councilmember Upchurch ~ No  
Councilmember Newsom ~ Yes  
Councilmember Stapp ~ No  
Councilmember Diaz ~ Yes

**MOTION PASSED 3-2 (UPCHURCH, STAPP). RESOLUTION 2022-011 APPROVED.**

**8. Ordinances**

- A. Ordinance 2022-1008 ~ Zoning Map Amendment Changing Classification from R2A to R3A ~ LifeStyle Homes, LLC **Third Reading**

Mayor Verza read the heading to Ordinance 2022-1008.

**IT WAS MOVED BY STAPP, SECONDED BY NEWSOM, TO APPROVE ORDINANCE 2022-1008 ZONING MAP AMENDMENT CHANGING CLASSIFICATION FROM R2A TO R3A.**

There were no comments.

**MOTION CARRIED 5-0.**

- B. Ordinance 2022-1009 ~ Amendments to Title 18 Deer Park Municipal Code. **First Reading**

Mayor Verza read the heading to Ordinance 2022-1009.

Mayor Verza moved Ordinance 2022-1009, on to the second reading and public input.

**9. Consent Agenda**

*Items listed below were distributed to Council Members in advance for study and were enacted with one motion.*

**IT WAS MOVED BY CRAGUN, SECONDED BY UPCHURCH; MOTION CARRIED (5-0) TO APPROVE THE CONSENT AGENDA as follows:**

- A. **Approval of Voucher Claim Check Nos. 40635 through 40667 in the amount of \$146,306.86 for the First Half of October 2022.**
- B. **Deer Park Airport Lease Agreement Lot #22 Matt MacKay**
- C. **Deer Park Airport Lease Agreement Lot #15B Liberty Aviation LLC**
- D. **Deer Park Airport Surplus Equipment Designation**

**10. Report of Departments**

Brad Wainwright stated he and his crew have been busy getting this prepared for the winter season. He has had sand and salt hauled in. Also, the playground equipment installation at Country Club Park has been completed.

Darold Schultz stated the Airport hosted an Open House here at City Hall today 10/19/2022. The turnout was great and there were good public comments.

**11. Council Questions, Comments, or Reports**

Councilmember Stapp asked Brad about the additional playground equipment that had been ordered and if there was a plan on where it was to be placed. Brad was not sure where the equipment would be placed and confirmed delivery would likely occur in April 2023.

**12. Interested Citizens: Oral Communications, Requests, and Comments from Audience on Unrelated Agenda Items.**


Comments were given.

**13. Executive Session**

There was no Executive Session

**14. Adjournment**

There being no further business before the Council, Mayor Verzal adjourned the meeting at 8:03 P.M.

  
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Mayor Tim Verzal

  
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Deby Cragin, City Clerk/Treasurer