

Laura Hicks, President  
Faylene DeFrancis  
Eric Ripley  
Jeff Lawther



Doug Burgess  
Justin League  
Layla Ford

## CALL TO ORDER

## COMMENTS FROM AUDIENCE

1. Approval of minutes of regular Deer Park Community Development Corporation (DPCDC) meeting on January 22, 2024. [MIN 24-021](#)  
**Recommended Action:** Approve.  
**Attachments:** [CDC MR 012224](#)
2. Consideration of and possible action on the quarterly report for the period of January 1, 2024 - March 31, 2024. [RPT 24-032](#)  
**Recommended Action:** Approve the quarterly report for the period of January 1, 2024 - March 31, 2024 and authorize submission to the City Council.  
**Department:** City Manager's Office  
**Attachments:** [2024 FY Cumulative Report 2ndQ.pdf](#)
3. Discussion of issues relating to the status of Deer Park Community Development Corporation (DPCDC) projects for the period of January 1, 2024 - March 31, 2024. [RPT 24-033](#)  
**Recommended Action:** Receive and discuss the report.  
**Attachments:** [Deer Park CDC Project Update - 2ndQ FY2324.pdf](#)  
[Deer Park CDC Project Update -2015- 2Q24.pdf](#)
4. Discussion of issues relating to the preliminary FY 2024-2025 Deer Park Community Development Corporation (DPCDC) Budget. [BUD 24-002](#)  
**Recommended Action:** Discuss issues relating to the preliminary FY 2024-2025 DPCDC Budget.  
**Attachments:** [Budget Calendar FY 24-25.pdf](#)  
[Fund - DPCDC PRELIMINARY BUDGET 24-25](#)

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*The Mission of the City of Deer Park is to deliver exemplary municipal services that provide the community a high quality of life consistent with our history, culture and unique character.*

5. Recognition of service by Justin League on the Deer Park Community Development Board.

[PRE 24-014](#)

**Recommended Action:** Applause.

6. Announcement of upcoming Deer Park Community Development Corporation (DPCDC) meetings for 2024.

[ACT 24-016](#)

**Recommended Action:** Announcement of the next meeting of DPCDC.

**Attachments:** [BudgetCalendarFY2024-2025\\_Final](#)

## ADJOURN

*I, City Secretary, certify that a copy of the April 22, 2024, DP CDC meeting agenda was posted in the glass case outside City Hall convenient and accessible to the general public at all times and to the City's website at [www.deerparktx.gov](http://www.deerparktx.gov) in compliance with Chapter 551, Texas Government Code.*

Date and time posted \_\_\_\_\_ Date removed \_\_\_\_\_

*Angela Smith*

Angela Smith, TRMC, CMC  
City Secretary

*City Hall is wheelchair accessible and accessible parking spaces are available. Hearing assistance devices are available. Requests for accommodation services must be made 72 hours prior to any meeting. Please contact the City Secretary's office at 281-478-7248 for further information.*

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## Legislation Details (With Text)

**File #:** MIN 24-021    **Version:** 1    **Name:**  
**Type:** Minutes    **Status:** Agenda Ready  
**File created:** 2/22/2024    **In control:** Deer Park Community Development Corporation  
**On agenda:** 4/22/2024    **Final action:**  
**Title:** Approval of minutes of regular Deer Park Community Development Corporation (DPCDC) meeting on January 22, 2024.  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:** [CDC MR 012224](#)

Date	Ver.	Action By	Action	Result
4/22/2024	1	Deer Park Community Development Corporation		

Approval of minutes of regular Deer Park Community Development Corporation (DPCDC) meeting on January 22, 2024.

### Summary:

Attached are the minutes for the regular DPCDC meeting on January 22, 2024.

### Fiscal/Budgetary Impact:

N/A.

Approve.



**MINUTES OF THE REGULAR COMMUNITY DEVELOPMENT  
CORPORATION BOARD MEETING**

THE REGULAR MEETING OF THE DEER PARK COMMUNITY DEVELOPMENT CORPORATION BOARD OF DIRECTORS HELD AT THE DEER PARK COUNCIL CHAMBERS, 710 EAST SAN AUGUSTINE STREET, DEER PARK, TEXAS, JANUARY 22, 2024 AT 6:00 P.M., WITH THE FOLLOWING MEMBERS PRESENT:

LAURA HICKS	PRESIDENT
FAYLENE DEFRANCIS	MEMBER
ERIC RIPLEY	MEMBER
DOUG BURGESS	MEMBER
LAYLA FORD	MEMBER

OTHER OFFICIALS PRESENT:

SARA ROBINSON	ASSISTANT CITY MANAGER
ANGELA SMITH	ASSISTANT SECRETARY
NICOLE GANEY	ASSISTANT TREASURER

CALL TO ORDER – President Laura Hicks called the meeting to order at 6:02 p.m.

COMMENTS FROM AUDIENCE – No comments received.

1. APPROVAL OF MINUTES OF REGULAR MEETING ON OCTOBER 23, 2023 – Motion was made by Doug Burgess and seconded by Eric Ripley to approve the minutes of the regular meeting held on October 23, 2023. Motion carried unanimously.
2. DISCUSSION OF ISSUES RELATING TO THE ECONOMIC DEVELOPMENT CORPORATION REPORT TO THE STATE COMPTROLLER FOR FISCAL YEAR 2023 – Assistant Treasurer Nicole Ganey advised the Board that the annual reports have been filed and submitted to the Comptroller's Office as required per the Texas Local Government Code for Texas economic development corporations.
3. CONSIDERATION OF AND POSSIBLE ACTION ON THE QUARTERLY REPORT FOR THE PERIOD OF OCTOBER 1, 2023 - DECEMBER 31, 2023 – Assistant City Manager Sara Robinson gave a summarized report of the activities conducted for the quarter and provided financials of the sales tax revenues, operating expenditures, including

bond issuance costs, and debt service payments. Motion was made by Eric Ripley and seconded by Faylene DeFrancis to approve the quarterly report for period of October 1, 2023 - December 31, 2023.

4. CONSIDERATION OF AND ACTION ON A RECOMMENDATION TO CITY COUNCIL TO AMEND THE FISCAL YEAR 2022-2023 COMMUNITY DEVELOPMENT CORPORATION BUDGET FOR BOND RELATED FEES FOR CERTIFICATES OF OBLIGATION, SERIES 2022 – Assistant Treasurer Nicole Ganey gave an overview of the bond issuance cost for Certificates of Obligation, Series 2022 estimated in the amount of \$200,000.00. The final numbers were calculated at a total of \$207,578.61. There is an additional \$8,000.00 that will need to be funded by the unassigned fund balance of the Community Development Corporation from the prior year revenue.

Motion was made by Layla Ford and seconded by Eric Ripley to approve the recommendation to City Council to amend the Fiscal Year 2022-2023 Community Development Corporation budget for bond related fees for Certificates of Obligation, Series 2022. Motion carried unanimously.

5. DISCUSSION OF ISSUES RELATING TO THE STATUS OF DPCDC PROJECTS FOR THE PERIOD OF OCTOBER 1, 2023 - DECEMBER 31, 2023 – Parks and Recreation Director Charlie Sandberg gave an overview on the status of the different projects. They continue to work on the design and easement requirements due to the concerns on the accessibility for ditch maintenance with Harris County, the conceptual design for the park and the possible amenities along with the parking lot lighting options for the Spencerview Athletic Complex.
6. ANNOUNCEMENT OF DATES AND TIMES FOR 2024 REGULAR DPCDC BOARD MEETINGS – President Hicks acknowledged the dates and times for the regular Deer Park Community Development Corporation (DPCDC) Board meetings.

ADJOURN – President Laura Hicks adjourned the meeting at 6:20 p.m.

ATTEST:

APPROVED:

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Angela Smith, TRMC, CMC  
Assistant Secretary

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Laura Hicks, President  
Deer Park Community Development  
Corporation



## Legislation Details (With Text)

**File #:** RPT 24-032    **Version:** 1    **Name:**

**Type:** Report    **Status:** Agenda Ready

**File created:** 4/12/2024    **In control:** Deer Park Community Development Corporation

**On agenda:** 4/22/2024    **Final action:**

**Title:** Consideration of and possible action on the quarterly report for the period of January 1, 2024 - March 31, 2024.

**Sponsors:** City Manager's Office

**Indexes:**

**Code sections:**

**Attachments:** [2024 FY Cumulative Report 2ndQ.pdf](#)

Date	Ver.	Action By	Action	Result
4/22/2024	1	Deer Park Community Development Corporation		

Consideration of and possible action on the quarterly report for the period of January 1, 2024 - March 31, 2024.

### Summary:

Section 6.1 of the Corporation's bylaws states that the Board shall prepare a quarterly activity report, detailing the projects and work accomplished during the previous quarter. This report shall be reviewed by the Board by the end of the month following the end of each quarter and then submitted to City Council immediately thereafter.

The attached report for the period of January 1, 2024 - March 31, 2024 has been prepared for the Board's consideration and possible action.

### Fiscal/Budgetary Impact:

N/A.

Approve the quarterly report for the period of January 1, 2024 - March 31, 2024 and authorize submission to the City Council.

## **Deer Park Community Development Corporation**

### **Quarterly Report: January 1, 2024 – March 31, 2024**

#### **Meetings Conducted and Activities**

1/2/24 – Deer Park Community Center construction meeting – City Staff, Durotech, BSW

1/8/24 – Discussion of CDC projects updates at the monthly PARC meeting – City staff, PARC

1/16/24 – Deer Park Community Center construction meeting – City Staff, Durotech, BSW

1/18/24 – Deer Park Community Center construction meeting – City Staff, Durotech, BSW

1/19/24 – Deer Park Community Center security markups for door access and cameras – City Staff, Durotech, Datavox, BSW

1/26/24 – Meeting for the Deer Park Girls Softball Parking Lot Expansion – City staff

1/30/24 – Interview meeting with Turner Paving and Construction – City Staff and Turner Paving

2/5/24 – Discussion of CDC projects updates at the monthly PARC meeting – City staff, PARC

2/5/24 – Spencer View Bridge Meeting – CobbFindley, City Staff

2/8/24 – Glenwood Park meeting – City staff/MHS

2/13/24 – Deer Park Community Center construction meeting – City Staff, Durotech, BSW

2/27/24 – Glenwood Park meeting – City staff/MHS

2/27/24 – Deer Park Community Center construction meeting – City Staff, Durotech, BSW

3/4/24 – Discussion of CDC projects updates at the monthly PARC meeting – City staff, PARC

3/12/24 - Deer Park Community Center construction meeting – City Staff, Durotech, BSW

3/13/24 – Pre-Construction meeting with Turner Paving and Construction – City Staff and Turner Paving

3/26/24 – Deer Park Community Center construction meeting – City Staff, Durotech, BSW

#### **Financial**

##### **Debt Issued To-Date**

- In an agreement between the City of Deer Park and the DPCDC, the City agreed to issue and sell certificates and the DPCDC agreed to make payments to the City in amounts sufficient to pay the principal of and interest on the certificates

- On May 9, 2015, the voters approved a dedicated 0.50% sales and use tax for the following projects, the costs of which were enumerated in the Proposition in an amount not exceed \$20,000,000 for the construction, renovation, acquisition, equipment and improvement of the projects, exclusive of the costs of financing. The funding for the \$18,000,000 of debt and \$2,000,000 of pay-as-you-go financing was approved for the following: Dow Park Pavilion, Hike and Bike Trail Development, Maxwell Center Expansion and Parking Lot, Girls Softball Renovations at Youth Sports Complex, Deer Park Baseball Development and Renovation, Soccer Field Development, and Community Center and Gym Renovation and Expansion.
  - \$9,450,000 Certificates of Obligation, Series 2016 issued February 16, 2016 through a private placement to Wells Fargo Bank via a competitive bidding process
  - \$2,700,000 Certificates of Obligation, Series 2017 issued February 14, 2017 through a private placement to First National Bank Texas via a competitive bidding process
  - \$5,850,000 authorized for the Community Center Expansion/Renovation will not be issued as the scope and cost of the necessary construction projects exceeds this amount.
- On May 1, 2021 the voters approved continuation of the dedicated 0.50% sales and use tax for the additional purchase of land, buildings, equipment, facilities, and improvements (including the operating and maintenance costs thereof) for the purpose of amateur sports, children's sports, athletic, entertainment and public park purposes and events, as well as any related infrastructure and improvements that enhance the same.
  - \$21,925,000 Certificates of Obligation, Series 2021 issued September 14, 2021 via a negotiated sale to provide the initial (partial) funding for the Community and Recreation Centers' construction projects, including the outdoor swimming pool bath-house replacement.
  - \$14,710,000 Certificates of Obligation, Series 2022 issued November 15, 2022 via a negotiated sale to provide the final (partial) funding for the Community and Recreation Centers' construction projects, including the outdoor swimming pool bath-house replacement.

**Deer Park Community Development Corporation (Fund 850)**

*This fund records the sales tax revenues, operating expenditures, including bond issuance costs, and debt service payments.*

**Revenues:**

- Sales & Use Tax Revenues:
  - 1Q (12/31/23) = \$369,050.28
  - 2Q (03/31/24) = \$1,101,389.03



*Total Fiscal YTD = \$1,470,439.31*

- Investment Revenue:

1Q (12/31/23) = \$20,301.91

2Q (03/31/24) = \$20,136.20

*Total Fiscal YTD = \$40,438.11*

*Total Fiscal YTD Revenues as of 03/31/24: \$1,510,877.42 (preliminary and unaudited)*

**Expenditures:**

- Audit Fee:

1Q (12/31/23) = \$0

2Q (03/31/24) = \$2,000.00

*Total Fiscal YTD = \$2,000.00*

- Postage:

1Q (12/31/23) = \$3.15

2Q (03/31/24) = \$0.00

*Total Fiscal YTD = \$3.15*

- Operating Transfers:

1Q (12/31/23) = \$0.00

2Q (03/31/24) = \$1,867,120.38

*Total Fiscal YTD = \$1,867,120.38*

- Capital Expenditures:

1Q (12/31/23) = \$103,139.98

2Q (03/31/24) = \$27,616.44

*Total Fiscal YTD = 130,756.42*

*Total Fiscal YTD Expenditures as of 03/31/24: \$1,999,879.95 (preliminary and unaudited)*

### **Bond Fund – Certificates of Obligation (Fund 307)**

*This fund records the bond proceeds of the \$9,450,000 Certificates of Obligation, Series 2016 and the \$2,700,000 Certificates of Obligation, Series 2017 and all related capital project expenditures, including pay-as-you-go funding.*

#### **Revenues:**

- N/A

*Total Fiscal YTD = \$0.00*

***Total Fiscal YTD Revenues as of 03/31/24: \$0.00 (preliminary and unaudited)***

#### **Expenditures:**

- N/A

*Total Fiscal YTD = \$0.00*

***Total Fiscal YTD Expenditures as of 03/31/24: \$0.00 (preliminary and unaudited)***

\* Pay-As-You Go Funded Projects; funding will be transferred from the DPCDC (Fund 850)

### **Bond Fund – Certificates of Obligation (Fund 308)**

*This fund records the bond proceeds of the \$21,925,000 Certificates of Obligation, Series 2021 and all related capital project expenditures.*

#### **Revenues:**

- Investment Revenue:

1Q (12/31/23) =\$355,749.92

2Q (03/31/24) = \$233,253.68

*Total Fiscal YTD = \$589,003.60*

***Total Fiscal YTD Revenues as of 03/31/24: \$589,003.60 (preliminary and unaudited)***

#### **Expenditures:**

- Buildings:

1Q (12/31/23) =\$1,127,047.58

2Q (03/31/24) = \$1,346,764.52

*Total Fiscal YTD = \$2,473,812.10*

- Consulting Engineer Fee:

1Q (12/31/23) = \$16,758.75

2Q (03/31/24) = \$48,312.03

*Total Fiscal YTD = \$65,070.78*

- Consulting Architect Fee:

1Q (12/31/23) = \$97,847.18

2Q (03/31/24) = \$125,247.08

*Total Fiscal YTD = \$223,094.26*

***Total Fiscal YTD Expenditures as of 03/31/24: \$2,761,977.14 (preliminary and unaudited)***

#### **Bond Fund – Certificates of Obligation (Fund 311)**

*This fund records the bond proceeds of the \$14,710,000 Certificates of Obligation, Series 2022 and all related capital project expenditures.*

#### **Revenues:**

- Investment Revenue:

1Q (12/31/23) = \$212,435.18

2Q (03/31/24) = \$139,286.88

*Total Fiscal YTD = \$351,722.06*

***Total Fiscal YTD Revenues as of 03/31/24: \$351,722.06 (preliminary and unaudited)***

#### **Expenditures:**

- N/A

*Total Fiscal YTD = \$0.00*

***Total Fiscal YTD Expenditures as of 03/31/24: \$0.00 (preliminary and unaudited)***

### **Additional Funding**

*Certain project costs have or are expected to exceed the total amount appropriated by the authorized Type B funding. In response, the City Council has approved several budget amendments to provide the additional resources to fund these projects. The following reports the total amounts approved for the respective projects:*

- Dow Park = \$231,119.00
- Maxwell Center = \$33,800.00
- Girls Softball = \$538,319.00
- Soccer Fields = \$396,247.00

*Total Budget Amendments = \$1,199,485.00*



## Legislation Details (With Text)

**File #:** RPT 24-033    **Version:** 1    **Name:**

**Type:** Report    **Status:** Agenda Ready

**File created:** 4/16/2024    **In control:** Deer Park Community Development Corporation

**On agenda:** 4/22/2024    **Final action:**

**Title:** Discussion of issues relating to the status of Deer Park Community Development Corporation (DPCDC) projects for the period of January 1, 2024 - March 31, 2024.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** [Deer Park CDC Project Update - 2ndQ FY2324.pdf](#)  
[Deer Park CDC Project Update -2015- 2Q24.pdf](#)

Date	Ver.	Action By	Action	Result
4/22/2024	1	Deer Park Community Development Corporation		

Discussion of issues relating to the status of Deer Park Community Development Corporation (DPCDC) projects for the period of January 1, 2024 - March 31, 2024.

### Summary:

A brief report will be given at the meeting summarizing the status of the DPCDC projects. The report gives a separate breakdown of projects as follows:

- a) Projects approved by the voters in the 2015 Type election.
- b) Projects undertaken pursuant to the 2021 Type B continuation election.

### Fiscal/Budgetary Impact:

N/A.

Receive and discuss the report.

# Deer Park CDC Project Update(2021 Type B Projects)

At the May 25, 2021 CDC Board meeting, the Board called a public hearing to be held on July 26, 2021 for the following group of Type B Projects:

- **Additional Parking and/or Lighting at Spencerview (Durant Fields), Girls Softball Fields at the Youth Sports Complex, and new Soccer Complex at East Blvd).** Approximately \$6,000,000 in existing Type B fund balance is available for this additional parking and/or lighting.
- **New Community/Recreation Center Project.** Estimated cost is approximately \$42.6 million. Type B sales tax revenues are currently expected to be used to pay projects costs initially financed with the proceeds from sale of Certificates of Obligation of approximately \$40,225,000 and in addition, it is expected that Type B fund balance of approximately \$2,500,000 will be used for the project.
- **Proposal to expend funds on maintenance and operating costs of the Community/Recreation Center project.** It is proposed that a portion of the proceeds for the Type B sales and use tax to be used for the maintenance and operating costs of the new Community/Recreation Center project as was authorized by the voters at the May 2021 Type B continuation election.

## **Additional Parking and/or Lighting at Spencerview (Durant Fields), Girls Softball Fields at the Youth Sports Complex, and new Soccer Complex at East Blvd).**

### **PROJECT: Lighting at Spencerview, Girls Softball Fields and Soccer Complex**

#### **2021**

- City Staff presented to the DPCDC on July 26 the Proposed DPCDC Parking and Lighting Projects in a Slide Show format.
- City Council on August 3, 2021 approved the DPCDC recommended construction and improvements projects with parking and lighting.
- City Staff working with Musco lighting on specific details associated with the Lighting Projects.
- City Departments working on Parking Civil Design for Soccer and Girls Softball Complexes.
- October 19, 2021 – Consideration and Action on the Purchase of Lights for Girls Softball, Soccer Complex and Spencer View facilities.
- October 25, 2021 – Community Development Quarterly Meeting.

- City staff and Musco Lighting Meetings for Projects.
- City Engineers working on Design for Parking Lot expansion at Girls Softball and Soccer Complex.

## **2022**

- January started Musco Lighting for Girls Softball (2) Fields
- January City Engineering Working on additional Soccer Parking Lot Design.
- February Completed Musco Lighting Girls Softball (2) Fields.
- February Musco started Parking Lot and (2) Field Lighting Spencer View Complex
- February City Engineering continuing work on additional Soccer Parking Lot Design
- March 1, 2022 - City Council Reject Bids for Glenwood Park Clearing and Grubbing.
- March completed Musco Parking Lot and (2) fields lighted at Spencer View Complex.
- March started Musco Lighting of (2) Fields at Soccer Complex.
- March – City Engineering Working on additional Soccer Parking Lot Design
- March 31, 2022 – Open Bids for Glenwood Park Clearing and Grubbing
- Spencerview Athletic Complex
  - Musco lighting completed work on adding lighting to 2 fields and parking lot in March.
  - **Project was closed out at City Council on April 5<sup>th</sup>.**
- Girls Softball Complex
  - Musco lighting completed work on adding lighting to 2 fields in February.
  - **Project was closed out at City Council on April 5<sup>th</sup>.**
- Deer Park Soccer Complex
  - Musco lighting completed work on adding lighting to 2 fields in late April.
  - **Project was closed out at City Council on May 3<sup>rd</sup>**

### **Project: Additional Parking for Spencerview Athletic Complex (Glenwood Park)**

## **2022**

- City Council awarded clearing and grubbing to Soilworx, LLC. on April 19<sup>th</sup>.
- City Staff held pre-construction meeting with Soilworx on June 30<sup>th</sup>.

- Completed Clearing and Grubbing Project @ Glenwood Park
- Working with TCEQ and Center point on Air Monitoring Easement
- Discussion with Engineering on Proposed Plan Concept for Park

## **2023**

- City staff have developed and RFQ for the design of the Glenwood Park project.
- RFQ has been released for potential architects for park design.
- City staff has awarded RFQ to MHS Planning and Design
- City staff continues to work with Cobb Fendley to determine options for the bridge.
- TCEQ has completed work on their pad site for air monitoring.
- City staff has been working with MHS Planning and Design on the conceptual design for the park and possible amenities.
- City staff has met on several occasions regarding design issues due to site constraints. MHS has made updates to design.
- City staff has received the cost estimate regarding the project.
- City staff continues to work with Cobb Fendley to determine options for the bridge.
- City staff is progressing forward with HCFCD for the final approvals
- City staff has had additional discussion with MHS regarding park detention volume.
- City staff has had discussion with TCEQ on access requirements.

## **2024**

- City staff has met with MHS to update for construction documents.
- City staff has received the cost estimate regarding the project.
- City staff has completed discussion with MHS regarding park detention volume and items related to crossing the pipeline.
- City is progressing to releasing the project for bids.



## **Project: Additional Parking at the Deer Park Soccer Complex**

### **2022**

- City staff continues to work on the design of the project and bid documents.
- City Council authorized staff to seek competitive seal proposed for additional parking on June 21<sup>st</sup>.
- Awarded Bid to Texas Wall Systems @ City Council on September 20, 2022.
- Texas Wall issued a notice to proceed to begin work in mid-November.
- Musco Lighting has ordered supplies and for the soccer parking lot.
- Texas Wall has begun earthwork and leveling on the soccer parking site.
- Musco contractor received the lighting supplies at their warehouse on December 30<sup>th</sup>, 2022.
- Texas Wall has begun the installation of parking lot including lime stabilization, rebar and concrete pour on some sections.
- Musco has completed underground infrastructure for lighting.
- Express has completed electrical service and is awaiting Centerpoint for final hook up.

### **2023**

- Texas Wall has begun the layout for the additional soccer maintenance building.
- Internal meetings have occurred regarding the potential additional crossing to the complex.
- Texas Wall has completed installation of landscaping, sidewalks, and parking blocks.
- Texas Wall has installed the maintenance building and completed the electrical.
- Texas Wall is working on punch list items.
- A ribbon cutting was held for this project on July 11<sup>th</sup>, 2023.
- **The contract for this project was closed out at the October 3<sup>rd</sup> City Council Meeting.**

## **Project: Additional Parking at the Deer Park Girls Softball Complex**

## **2022**

- City staff continues to work on the proposed design of the project.
- City staff continues to work on the proposed design of the project.
- City Engineers changing scope of work on Parking to East Side and open Spaces.
- Plans are nearing completion and should be ready to go out to bids in late 2<sup>nd</sup> Quarter.

## **2023**

- City staff and engineers are working on revisions to the parking lot design.
- Plans are nearing 100% completion and should be ready to go out to bids soon.
- City staff have completed the final construction plan design of the parking lot.
- City staff is now working with Musco for parking lot lighting options.
- City staff obtained permission to seek competitive sealed proposals for this project.
- City staff began advertising for proposals on November 15<sup>th</sup> and 22<sup>nd</sup>. A non-mandatory pre-construction meeting occurred on December 13<sup>th</sup>. Last day to submit questions on the project is December 20<sup>th</sup>.

## **2024**

- **City staff has completed the bid process and City Council has awarded the bid to Turner Paving And Construction.**
- **Contracted has been completed and contract has begun construction of the parking lot addition.**

## **New Community/Recreation Center Project.**

## **2021**

- City staff Committee met along with BSW Architects and reviewed the RFQ proposal documents.
- Pre-Submittal Meeting for CMAR RFQ Process – City Staff

- October 25, 2021 – Community Development Quarterly Meeting.
- November 2, 2021 – City Council schedule Joint Meeting of PARC and City Council to review Schematics of Community/Recreation and Pool House Project.
- November 3, 2022 – City staff review CMAR RFQ and select (5) Companies.
- November 16, 2021 – Joint Meeting City Council and PARC on Schematic Design for Community/Recreation and Pool House Projects.
- On November 16, 2021, the Deer Park City Council ratified the committee's top five selection. This completes Step 1 (RFQ) of the selection process for the CMAR.
- October/November/December - City staff and Architect bi-weekly meetings on Community/Recreation and Pool House Schematics.
- December 10, 2021 – Date RFP submitted for the CMAR Recreation/Community and Pool House Projects to (5) selected Companies for step 2 in the CMAR selection process.

## **2022**

- February 2, 2022 – CMAR Interviews for Community Center/Recreation Center and Pool House. Selection Committee scored and ranked the proposals in accordance with the criteria in the Request for Proposals (RFP).
- February/March – negotiations with highest ranked CMAR Offeror (Durotech).
- City staff held several meetings with Brinkley, Sargent Wigginton on design items related to code, fire, IT, MEP, landscaping, and overall design of the Community Center, Recreation Center and Bath House.
- City Council awarded the Construction Manager at Risk Projects to Durotech.
- City staff held a kick off meeting with Durotech, BSW, and City staff for the Community Center, Recreation Center and Bath House projects.
- City staff has had continuing internal project updates with Durotech and BSW.
- City staff, BSW, and Durotech are working to have first estimated cost on the projects around late July.
- City staff held several meetings with Brinkley, Sargent Wigginton on design items related to code, fire, IT, MEP, landscaping, and overall design of the Community Center, Recreation Center and Bath House.
- City Council awarded the Construction Manager at Risk Projects to Durotech.
- City staff held a kick off meeting with Durotech, BSW, and City staff for the Community Center, Recreation Center and Bath House projects.

- City staff has had continuing internal project updates with Durotech and BSW.
- City staff, BSW, and Durotech are working to have first estimated cost on the projects around late July.
- City Staff, Durotech and BSW met to discuss cost overage. Discussion of two phase project due to cost and time lead to a Single Phase request.
- BSW working on Single Phase concept to be completed in December 2022 for Presentation to Staff.
- A joint meeting of the City Council, Community Development Corporation, and Parks and Recreation Commission occurred on November 15<sup>th</sup> to discuss the exterior design of the single phase concept.
- BSW continues to work with Durotech and City staff to gather information as construction documents continue to be worked on.
- Meeting of BSW, Durotech, and City staff determined that the pool house should be a new build option rather than a renovation option.
- BSW Continues to work on development of Construction Plans and an early demo and site package to be release on June 1.

## **2023**

- City Staff, BSW, and Durotech continue for finalize demo package and construction plans for the Community Center and Recreation Center Building
- City staff, BSW, and Durotech have met weekly during May and June to address a number of items related to the project in order to keep project on schedule.
- BSW presented new options for the pool house to City staff for feedback and currently working on layout.
- Durotech has put demo package out for bids from subcontractors.
- Terracon has been on site completing testing for possible abatement of the Community Center.
- City and BSW met in person to discuss possible interior selections for the buildings.
- City staff, BSW, and Durotech have met bi-weekly during October through December to address a number of items related to the project in order to keep project on schedule.
- City staff had a meeting with BSW regarding locker design.
- City staff, BSW, and Durotech continue discussion on storm sewer for the pool.
- Durotech has begun onsite construction of the facility.
- Durotech has completed the construction of additional parking next to City Hall.
- Terracon has conducted geotechnical evaluations on the Community Center Construction site to confirm the soil conditions for the project.

## **2024**

- City staff, BSW, and Durotech have met bi-weekly during October through December to address a number of items related to the project in order to keep project on schedule.
- City staff BSW, and Durotech have determined a timeline for the demo of the bathhouse. Additionally, work continues on the backwash line surge tank.
- Durotech has completed most underground utilities onsite for the facility.
- Durotech has completed the construction of additional parking next to City Hall.
- Durotech has completed the foundation work for the facility and pour most of the structural slab.
- Durotech has begun construction of the CMU walls for the gym section of the facility and steel supports are being installed for the remainder of the building.

### **Proposal to expend funds on maintenance and operating costs of the Community/Recreation Center project.**

## **2023**

- No update on this item at this time.

# Deer Park CDC Project Update

## (2015 Type B Bond Projects)

### January – March 2024

**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 27<sup>th</sup>.
- Ongoing discussions related to litigation with former project contractor.
- Brief discussions related to ongoing litigation with City attorney.
- Meeting with construction expert on information regarding the Dow Park Pavilions.
- Pending court date has been postponed and waiting to be rescheduled.
- City Staff with Attorney Mr. Jeff Chapman to discuss depositions with City Staff.
- Trial Dates have been moved back into 2022.
- Courts ruled in favor of Southpools, LLC.
- Staff is working with Chapman Law Firm concerning additional items to the Dow Park Pavilion and other Type B Projects from 2015 bond.

**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 20<sup>th</sup> and 21<sup>st</sup>.
- 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.
- Project dedication plaque installed and in the building.
- Maxwell Adult Center Canopy installation was completed.
- **Project is completed.**

**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.
- Conducted initial and final walkthroughs of the project.
- Completed punch listed items.
- Received substantial completion letters with restrictions on fields.
- Conducted a ribbon cutting of the facility on June 18, 2019.
- Outstanding ADA issues concerning bleachers and parking lot stripping have been resolved.
- Addressed minor warranty items.
- **Project is completed.**

**Deer Park 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.
- Conducted substantial completion and punch list item walkthroughs of the project.
- Completed punch listed items.
- Received substantial completion letter with restrictions on fields.
- Contractor was required to reapply hydromulch on practice field areas.

- Conducted a Ribbon cutting of the facility on August 20<sup>th</sup>, 2019.
- Purchased additional tables, trash cans, and 2 sets of goals for the complex.
- Addressing several warranty items.
- Hyrdomulch fields and sprigged fields released to the City.
- Received final documents to complete project close out.
- **Project is completed.**

**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.
- April 22 – Joint meeting of the City Council/Deer Park Community Development Corp. Parks and Recreation Commission to discuss items related to the Community Center Renovations
- September 23 - Joint meeting of the City Council/Deer Park Community Development Corp. Parks and Recreation Commission to discuss items related to the Community Center Renovations
- November 11 - Joint meeting of the City Council/Deer Park Community Development Corp. Parks and Recreation Commission to discuss items related to the Community Center Renovations
- Continued discussions with BSW regarding design and cost for future Community and Recreation Center Complex.
- Staff discussed issues related to a possible Type B election for May 2, 2020 at the February 4, 2020 City Council workshop.
- City Council took action and approved an ordinance calling for a special election on May 2, 2020 for a Type B economic development sales and use tax during the City Council regular meeting.
- July 27 - Joint workshop for the City Council, Deer Park Community Development Corp., Parks and Recreation Commission to discuss items related to Community Center project and Type B election. – CC/DPCDC/PARC/City Staff/BSW



- August 4 - Consideration of and action on an ordinance cancelling the special election on November 3, 2020 for a Type B economic development sales and use tax. – City Council/City Staff
- City staff worked with BSW to update information and construction cost factors related to the Community Center renovations project.
- A joint meeting was scheduled of the City Council/Deer Park Community Development Corp. Parks and Recreation Commission to discuss items related to the Community Center renovations. The meeting was scheduled to take place on January 11, 2021.
- A joint meeting of the City Council/Deer Park Community Development Corp. Parks and Recreation Commission to discuss items related to the Community Center renovations was held on January 11, 2021. At the meeting, it was approved to go out for election to extend the Type B sales tax.
- City staff has created education material to share with the community related to the extension of the Type B proposition and General Obligation Bond elections.
- City staff has met with several community based organizations to provide educational information related to the extension of the Type B proposition and General Obligation Bond elections.
- This project scope has changed with the passage of the 2021 Type B Bond election. **Future updates on this project will be reflected on a 2021 Type B bond report as the new Community/Recreation Center.**

**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 Burditt 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.
- April 3 – Kick off committee meeting to discuss the Hike and Bike trails project design.
- May 16 - Meeting with Harris County Flood Control District to discuss potential Hike and Bike trail access.
- July 10 – Committee meeting to discuss the Hike and Bike trails project and several phase options during the design.
- September 11 – Committee meeting to discuss the finalization of the final design for the conceptual Hike and Bike Trail plan.
- Construction plans are currently at 30% completed.
- Staff has submitted an application to Center Point Energy for access through an energy easement.
- Staff is anticipating completing the design in the fall of 2020.
- September 25 – Received the Midtown Engineering traffic study for the potential crossing of the hike and bike trails project. – City staff
- On going discussions with Center Point energy for an easement to allow the trail to cross over corridor.

- Center Point has provided a document that City administration, legal, human resources and staff.
- December 1 – City staff presented to City Council issues relating to the Type B Hike and Bike trail crossing a Center Point easement located near San Augustine and Luella Ave
- December 15 – City Council approved entering into an agreement with CenterPoint Energy for a Master License Agreement allowing for an easement for the Hike and Bike Trails.
- Mandatory Pre-Bid Meeting for the Hike and Bike Trail held on March 3, 2021.
- Bid opening of the Hike and Bike Trail project on March 18, 2021
- Several bids were received on the Hike and Bike Trail project and reviewed by staff.
- Bid was awarded, but due to an inconsistency in the bid process, all bids were later rejected by City Council on May 4, 2021.
- City staff is working to create documents to solicit for competitive sealed proposals for the Type B Hike and Bike Trails.
- Project was advertised on September 8 & 15, 2021 to Contractors.
- Mandatory Proposal Meeting September 29, 2021.
- City Staff continuing to work with Burditt Architects on the Project.
- Project Proposals are due Tuesday, October 19, 2021 to City Secretary.
- A Committee of City Staff, Architect and PARC Members will review the Proposals to select the Contractor.
- Committee members consisting of City staff, PARC and Architect reviewed (3) proposals and selected Moran Construction LLC. For the Construction of the Trail.
- November 2, 2021 – City Council Awarding the “Request for competitive sealed proposals for the Phase 1 AUT 21-050 Hike and Bike Trail Project” from X Street to P Street to Moran Construction, LLC.
- December 2021 – Front End Documents completed from Moran Construction for the Project.
- April –June of 2022 – Moran Construction continues work on the Type B hike and bike project with an anticipated completion date of July 2022.
- Several change orders were requested during this project for additional bollards and additional concrete work.
- August 2, 2022 – City Council Close out of the Project.
- September 27, 2022 – Formal Ribbon Cutting
- **This phase of projects is completed.**

**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
- City staff currently working with HCFCD on the Spencerview Bridge access and design.
- City staff has contracted with Cobb Findley to assist with easement issues related to the access and design of the Spencerview Bridge.
- City staff has begun discussions with TCEQ on relocation of the air monitoring station located at the Spencerview Athletic Complex.
- City staff evaluated the possibility of acquiring an easement with Cenikor for bridge access across the drainage ditch. City Staff met with Cenikor representatives to discuss the Spencer View Bridge project and potential property easement.

- City staff continues to work with TCEQ to relocate monitoring station to the undeveloped park area.
- It was determined that ownership of the bridge access by the City was need in order to grant a maintenance access easement to HCFCD.
- City Staff evaluated options to either offering to purchase a small portion of the Mobile Home Park property to meet HCFCD guidelines on mowing access or to offer to purchase approximately 3,000 sq. ft. of property from Cenikor for the bridge access.
- City staff has contracted with T.F. Harper and Associates for the proposed design of the bridge.
- City staff continues discussions with Harris County Flood Control concerning the access for ditch maintenance by Harris County.
- Discussion with TF Harper on Bridge Abutment Design
- TF Harper submitted cost for design of Abutments
- TCEQ has begun mobilization to relocate monitoring station to the undeveloped park area.
- City staff have developed an RFQ and issued it. The RFQ was opened and the awarded to MHS Planning and Design.
- TCEQ is waiting on the Glenwood Park Design.
- City Staff also working with TF Harper on Bridge Construction and Abutment design.
- **The City continues to work with Harris County Flood Control and Cobb-Fedley on the design and easement requirements.**
- **Harris County Flood Control has approved the drainage portion and now moving into Bridge Design approval.**
- **City of Deer Park has purchased a small section of land from Cenikor to allow for the bridge to meet HCFCD requirements.**
- **The City of Deer Park is now working closely with HCFCD to gain final approval for the construction of the bridge.**
- **City working on easements with Internal staff/City Attorney/Cobb Fendley**



## Legislation Details (With Text)

**File #:** BUD 24-002    **Version:** 1    **Name:**

**Type:** Budget    **Status:** Agenda Ready

**File created:** 4/16/2024    **In control:** Deer Park Community Development Corporation

**On agenda:** 4/22/2024    **Final action:**

**Title:** Discussion of issues relating to the preliminary FY 2024-2025 Deer Park Community Development Corporation (DPCDC) Budget.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** [Budget Calendar FY 24-25.pdf](#)  
[Fund - DPCDC PRELIMINARY BUDGET 24-25](#)

Date	Ver.	Action By	Action	Result
4/22/2024	1	Deer Park Community Development Corporation		

Discussion of issues relating to the preliminary FY 2024-2025 Deer Park Community Development Corporation (DPCDC) Budget.

### Summary:

The DPCDC bylaws provide that the Corporation's fiscal year shall be the same as the fiscal year of the City, which is October 1 - September 30. Attached is the overall FY 2024-2025 budget schedule for the City, which includes meeting dates for the City Council, CCPD, FCPEMSD and the DPCDC. The dates specific to the DPCDC budget are in purple font.

Key dates for the FY 2024-2025 DPCDC budget process are as follows:

- Mon, 04/22/2024 @ 5:30 PM - DPCDC Board of Directors reviews preliminary FY 2024-2025 DPCDC Budget.
- Mon, 07/22/2024 @ 5:30 PM - DPCDC Board of Directors approves FY 2024-2025 Budget and submits to City Council for adoption.

The City Council is scheduled to adopt the FY 2024-2025 DPCDC budget on Tuesday, August 6, 2024 at the regular City Council meeting at 7:30 PM. The final FY 2024-2025 City Budget, which incorporates all funds and component units, is scheduled for adoption at the regular meeting of City Council on Tuesday, September 17, 2024.

On May 1, 2021 voters approved a continuation of the dedicated 0.50% sales tax for the additional purchase of land, buildings, equipment, facilities, and improvements (including the operating and maintenance costs thereof) for the purpose of amateur sports, children's sports, athletic, entertainment and public park purposes and events, as well as any related infrastructure and

improvements that enhance the same.

**Fiscal/Budgetary Impact:**

This preliminary FY 2024-2025 budget for the DPCDC includes total revenues of \$6,206,746, representing estimated sales tax revenue, investment earnings, and prior year revenue. Sales tax revenues have remained flat in FY 2023-2024 thus far; however, the impact inflation will have on sales tax revenue in the upcoming fiscal year remains uncertain. In regards to investment revenue, interest rates are expected to remain elevated with the potential to gradually decline as the year progresses. In response, staff is utilizing a conservative approach when forecasting FY 2024-2025.

Projected expenditures of \$6,206,746 include operating expenses but primarily represent other expenditures (debt service, \$2,596,246) and capital outlay (\$1,850,000). The capital outlay expenditures include the construction of the Spencerview bridge and additional parking for Glenwood Park and the Spencerview baseball fields. With the construction of the new Community Center underway, \$1,500,000.00 of contingency funds have been included in the DPCDC budget as well to cover unexpected project overages. Funding for these expenditures would be from prior year revenue (note: the current \$7.7 million fund balance for the DPCDC is more than adequate to cover these costs).

The attached draft of the preliminary FY 2024-2025 DPCDC Budget has been prepared by City staff on behalf of the Corporation. Please note, this draft document will change as additional information becomes available prior to the meeting of the DPCDC Board of Directors on July 22, 2024 to consider approval of the FY 2024-2025 Budget. Adjustments will be included in the final document and any such changes will be addressed at the July 22, 2024 meeting. It may also be expected for revenues and expenditures to be discussed in greater detail at the July 22, 2024 meeting.

Discuss issues relating to the preliminary FY 2024-2025 DPCDC Budget.

**CITY OF DEER PARK**  
**BUDGET SCHEDULE FOR FY 2024-2025**  
(INCLUDES COUNCIL, **CCPD**, **FCPEMSD** & **DPCDC**)

<b>Date</b>	<b>Time</b>	<b>Meeting Description</b>
<b>April 1</b>	<b>TBD</b>	“Budget Kickoff” meeting to discuss FY 2024-2025 budget process and distribute budget materials.
<b>April 22</b>	<b>5:30 PM</b>	DPCDC Board of Directors reviews preliminary FY 2024-2025 DPCDC Budget
<b>April 9 – May 24</b>	<b>TBD</b>	City Manager/Assistant City Manager/Finance Director Meetings with Department Heads to discuss FY 2023-2024 budget estimates and FY 2024-2025 budget requests.
<b>May 13</b>	<b>5:15 PM</b>	CCPD Meeting – PD presents proposed CCPD budget to board. Board schedules public hearing on proposed budget
<b>May 13</b>	<b>5:45 PM</b>	FCPEMSD Meeting – FD presents proposed FCPEMSD budget to board. Board schedules a public hearing on budget
<b>May 22</b>		Notice for FCPEMSD public hearing on proposed FCPEMSD budget runs in newspaper.
<b>May 22</b>		Notice for CCPD public hearing on proposed CCPD budget runs in newspaper.
<b>June 10</b>	<b>5:15 PM</b>	CCPD public hearing on CCPD budget.
<b>June 10</b>	<b>5:45 PM</b>	FCPEMSD public hearing on FCPEMSD budget.
<b>June 10</b>	<b>After P.H.</b>	FCPEMSD budget workshop – (follows Public Hearing)
<b>June 20</b>	<b>TBD</b>	Distribute FY 2024-2025 Budget Workbooks to Council.
<b>June 24</b>	<b>5:30 PM</b>	City Council Budget Workshop.
<b>June 25</b>	<b>5:30 PM</b>	City Council Budget Workshop ( <i>if necessary</i> ).
<b>July 8</b>	<b>5:15 PM</b>	CCPD Meeting to adopt CCPD budget. ( <i>Board submits budget to Council</i> )
<b>July 8</b>	<b>5:45 PM</b>	FCPEMSD meeting to adopt FCPEMSD budget. ( <i>Board submits budget to Council</i> )
<b>July 16</b>	<b>7:30 PM</b>	City Manager presents proposed budget to City Council. Council calls public hearing on proposed City budget.
<b>July 16</b>	<b>7:30 PM</b>	City Council calls for public hearing on proposed CCPD and FCPEMSD budgets.
<b>July 22</b>	<b>5:30 PM</b>	DPCDC adopts FY 2024-2025 Budget and submits to Council.
<b>July 24</b>		Notice for Council public hearing on CCPD budget runs in newspaper.
<b>July 24</b>		Notice for Council public hearing on FCPEMSD budget runs in newspaper.
<b>July 24</b>		Notice for Council public hearing on City budget runs in newspaper.
<b>August 6</b>	<b>TBD</b>	Council workshop on FY 2024-2025 DPCDC Budget
<b>August 6</b>	<b>7:30 PM</b>	Public Hearing on proposed City budget.
<b>August 6</b>	<b>7:30 PM</b>	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.
<b>August 6</b>	<b>7:30 PM</b>	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.
<b>August 6</b>	<b>7:30 PM</b>	City Council adopts FY 2024-2025 DPCDC Budget
<b>Sept. 17</b>	<b>7:30 PM</b>	City Council adopts FY 2024-2025 Budget.
<b>Oct. 1</b>		FY 2024-2025 begins.

**CITY OF DEER PARK**  
**2024-2025 ANNUAL BUDGET**  
***DEER PARK COMMUNITY DEVELOPMENT CORPORATION (DPCDC)***

**REVENUE SUMMARY**

DESCRIPTION	ACTUAL 22-23	BUDGET 23-24	ESTIMATED 23-24	REQUESTED 24-25	ADOPTED 24-25
Tax Revenue	\$ 4,722,055	\$ 4,000,000	\$ 4,375,000	\$ 3,900,000	\$ 3,900,000
Other Revenue	65,696	20,000	78,750	150,000	150,000
Prior Year Revenue	<u>957,815</u>	<u>3,941,634</u>	<u>-</u>	<u>2,156,746</u>	<u>2,156,746</u>
<b>Total Revenue</b>	<b><u>\$ 5,745,565</u></b>	<b><u>\$ 7,961,634</u></b>	<b><u>\$ 4,453,750</u></b>	<b><u>\$ 6,206,746</u></b>	<b><u>\$ 6,206,746</u></b>

**CITY OF DEER PARK**  
**2024-2025 ANNUAL BUDGET**  
**DEER PARK COMMUNITY DEVELOPMENT CORPORATION (DPCDC)**

**REVENUE DETAIL**

DESCRIPTION	ACTUAL 22-23	BUDGET 23-24	ESTIMATED 23-24	REQUESTED 24-25	ADOPTED 24-25
<b><u>3100 TAX REVENUE</u></b>					
3120 Sales Tax Revenue	\$ 4,722,055	\$ 4,000,000	\$ 4,375,000	\$ 3,900,000	\$ 3,900,000
<b>Total Tax Revenue</b>	<b><u>4,722,055</u></b>	<b><u>4,000,000</u></b>	<b><u>4,375,000</u></b>	<b><u>3,900,000</u></b>	<b><u>3,900,000</u></b>
<b><u>3600 OTHER REVENUE</u></b>					
3620 Investment Revenue	65,696	20,000	78,750	150,000	150,000
<b>Total Other Revenue</b>	<b><u>65,696</u></b>	<b><u>20,000</u></b>	<b><u>78,750</u></b>	<b><u>150,000</u></b>	<b><u>150,000</u></b>
<b>Prior Year Revenue</b>	<b><u>957,815</u></b>	<b><u>3,941,634</u></b>	<b><u>-</u></b>	<b><u>2,156,746</u></b>	<b><u>2,156,746</u></b>
<b>TOTAL REVENUE</b>	<b><u>\$ 5,745,565</u></b>	<b><u>\$ 7,961,634</u></b>	<b><u>\$ 4,453,750</u></b>	<b><u>\$ 6,206,746</u></b>	<b><u>\$ 6,206,746</u></b>



**CITY OF DEER PARK**  
**2024-2025 ANNUAL BUDGET**  
**DEER PARK COMMUNITY DEVELOPMENT CORPORATION (DPCDC)**

**EXPENDITURE SUMMARY**

DESCRIPTION	ACTUAL 22-23	BUDGET 23-24	ESTIMATED 23-24	REQUESTED 24-25	PROPOSED 24-25
Services	\$ 2,447	\$ 7,000	\$ 6,000	\$ 7,000	\$ 7,000
Supplies	7	3,500	3,310	3,500	3,500
Other Operating Expenditures	3,037,750	4,343,478	2,593,478	4,346,246	4,346,246
Capital Outlay	2,705,361	3,607,656	1,227,520	1,850,000	1,850,000
<b>Total Expenditures</b>	<b>\$ 5,745,566</b>	<b>\$ 7,961,634</b>	<b>\$ 3,830,308</b>	<b>\$ 6,206,746</b>	<b>\$ 6,206,746</b>

**PROGRAM DESCRIPTION**

Chapter 505 of the Texas Local Government Code authorizes the use of Type B economic development sales and use tax for public park purposes and events through a development corporation appointed by City Council. The DPCDC is a Type B Corporation, and in accordance with state law, the City has adopted a 0.50% sales and use tax to fund the projects approved by the voters on May 9, 2015. The voters approved continuation of this tax on May 1, 2021 for additional parks projects and including operating and maintenance costs associated with the Type B projects.

**CITY OF DEER PARK**  
**2024-2025 ANNUAL BUDGET**  
**DEER PARK COMMUNITY DEVELOPMENT CORPORATION (DPCDC)**

**EXPENDITURE DETAIL**

DESCRIPTION	ACTUAL 22-23	BUDGET 23-24	ESTIMATED 23-24	REQUESTED 24-25	PROPOSED 24-25
<b><u>42000 SERVICES</u></b>					
42010 Public Notices	\$ 347	\$ 4,500	\$ 4,000	\$ 4,500	\$ 4,500
42390 Audit Fee	2,000	2,000	2,000	2,000	2,000
42500 Training & Travel	-	500	-	500	500
42520 Dues and Fees	100	-	-	-	-
42940 Other Legal Fees	-	-	-	-	-
<b>Total Services</b>	<b><u>2,447</u></b>	<b><u>7,000</u></b>	<b><u>6,000</u></b>	<b><u>7,000</u></b>	<b><u>7,000</u></b>
<b><u>43000 SUPPLIES</u></b>					
43010 Office Supplies	-	100	-	100	100
43050 Printing	-	3,300	3,300	3,300	3,300
43070 Postage	7	100	10	100	100
<b>Total Supplies</b>	<b><u>7</u></b>	<b><u>3,500</u></b>	<b><u>3,310</u></b>	<b><u>3,500</u></b>	<b><u>3,500</u></b>
<b><u>45000 OTHER OPERATING EXP.</u></b>					
45150 O&M Reserve	-	250,000	-	250,000	250,000
45250 Other Bond Related Fees	-	-	-	-	-
45300 Operating Transfers	3,037,750	2,593,478	2,593,478	2,596,246	2,596,246
45910 Pay-As-You-Go	-	-	-	-	-
<b>Total Operating Transfers</b>	<b><u>3,037,750</u></b>	<b><u>2,843,478</u></b>	<b><u>2,593,478</u></b>	<b><u>2,846,246</u></b>	<b><u>2,846,246</u></b>
<b><u>49000 CAPITAL OUTLAY</u></b>					
49010 Land and Land Rights	-	-	10,709	-	-
49030 Improvements Other Than Bldgs.	226,277	450,000	100,000	250,000	250,000
49090 Parking Lots	1,722,830	2,935,851	1,111,000	1,600,000	1,600,000
49410 Consulting Engineer Fee	-	-	5,380	-	-
49420 Consulting Architect Fee	756,254	221,805	11,140	-	-
<b>Total Capital Outlay</b>	<b><u>2,705,361</u></b>	<b><u>3,607,656</u></b>	<b><u>1,227,520</u></b>	<b><u>1,850,000</u></b>	<b><u>1,850,000</u></b>
<b><u>UNALLOCATED FUNDS</u></b>					
Contingency / Pay-as-you-go	-	1,500,000	-	1,500,000	1,500,000
<b>Total Unallocated Funds</b>	<b><u>-</u></b>	<b><u>1,500,000</u></b>	<b><u>-</u></b>	<b><u>1,500,000</u></b>	<b><u>1,500,000</u></b>
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 5,745,566</u></b>	<b><u>\$ 7,961,634</u></b>	<b><u>\$ 3,830,308</u></b>	<b><u>\$ 6,206,746</u></b>	<b><u>\$ 6,206,746</u></b>

**CITY OF DEER PARK  
2024-2025 ANNUAL BUDGET  
DEER PARK COMMUNITY DEVELOPMENT CORPORATION (DPCDC)**

DESCRIPTION		PROPOSED 24-25
<b><u>42000 Services</u></b>		
42010 Public Notices	<i>Estimate for two public hearings (\$200); 2 bid notices (at \$2,000/each); miscellaneous other (\$300)</i>	4,500.00
42390 Audit Fee	<i>DPCDC share of annual audit costs (apportioned as a flat fee, similar to special revenue districts)</i>	2,000.00
42500 Training & Travel	<i>Estimate for legislative training, etc.</i>	500.00
<b><u>43000 Supplies</u></b>		
43010 Office Supplies	<i>Estimate for miscellaneous office supplies</i>	100.00
43050 Printing	<i>Estimate for miscellaneous printing (\$100); two (2) project renderings (\$3,200)</i>	3,300.00
43070 Postage	<i>Estimate for miscellaneous correspondence</i>	100.00
<b><u>45000 Other Operating Expenditures</u></b>		
45150 O&M Reserve	<i>Reserve for future maintenance and operating costs associated with the approved projects funded by the Type B sales and use tax</i>	250,000.00
45300 Operating Transfers	<i>Transfer to the City for debt service payments as follows related to debt issued to fund projects approved in the 2015 and 2021 elections for the Type B sales and use tax:</i>	2,596,246.00
	<div> <div>Series 2016</div> <div>Series 2021</div> <div>Series 2022</div> </div>	
Principal	735,000	295,000
Interest	17,689	757,775
		660,782
<b><u>49000 Capital Outlay</u></b>		
49030 Impr Other Than Bldgs	<i>Spencerview Bridge</i>	250,000
49090 Parking Lots	<i>Add'l parking for the Glenwood Park &amp; Spencerview baseball fields</i>	1,600,000
<b><u>Unallocated Funds</u></b>		
Contingency / Pay-as-you-go	<i>Contingency for Community Center construction</i>	1,500,000



## Legislation Details (With Text)

**File #:** PRE 24-014    **Version:** 1    **Name:**  
**Type:** Presentation    **Status:** Agenda Ready  
**File created:** 2/22/2024    **In control:** Deer Park Community Development Corporation  
**On agenda:** 4/22/2024    **Final action:**  
**Title:** Recognition of service by Justin League on the Deer Park Community Development Board.  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:**

Date	Ver.	Action By	Action	Result
4/22/2024	1	Deer Park Community Development Corporation		

Recognition of service by Justin League on the Deer Park Community Development Board.

### Summary:

Mr. League was appointed to the Deer Park Community Development Board in 2022 by City Council ordinance no. 4413 to replace Ms. Ford. He was reappointed in 2023 for a two-year term (ordinance no. 4456). His term will end in April 2024 due to him being elected as a city council position 4 effective May 2024.

It has been an honor to have him serving the citizens of Deer Park on this board and we wish him the best in the future. An appreciation plaque is being presented to Mr. League at the meeting.

### Fiscal/Budgetary Impact:

N/A.

Applause.



## Legislation Details (With Text)

**File #:** ACT 24-016    **Version:** 1    **Name:**  
**Type:** Acceptance    **Status:** Agenda Ready  
**File created:** 4/16/2024    **In control:** Deer Park Community Development Corporation  
**On agenda:** 4/22/2024    **Final action:**  
**Title:** Announcement of upcoming Deer Park Community Development Corporation (DPCDC) meetings for 2024.  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:** [BudgetCalendarFY2024-2025\\_Final](#)

Date	Ver.	Action By	Action	Result
4/22/2024	1	Deer Park Community Development Corporation		

Announcement of upcoming Deer Park Community Development Corporation (DPCDC) meetings for 2024.

### Summary:

Attached is the Budget Calendar, this year there are no special meetings for budget as DPCDC will adopt their budget at the regular scheduled July 22<sup>nd</sup> meeting.

### Remaining 2024 regular meetings:

- July 22, 2024 at 5:30 pm - adopts FY 2024-25 budget and submits to council.
- October 28, 2024 at 5:30 pm.

### Fiscal/Budgetary Impact:

N/A.

Announcement of the next meeting of DPCDC.

**CITY OF DEER PARK**  
**BUDGET SCHEDULE FOR FY 2024-2025**  
(INCLUDES COUNCIL, **CCPD**, **FCPEMSD** & **DPCDC**)

<b>Date</b>	<b>Time</b>	<b>Meeting Description</b>
<b>April 1</b>	<b>TBD</b>	“Budget Kickoff” meeting to discuss FY 2024-2025 budget process and distribute budget materials.
<b>April 22</b>	<b>5:30 PM</b>	DPCDC Board of Directors reviews preliminary FY 2024-2025 DPCDC Budget
<b>April 9 – May 24</b>	<b>TBD</b>	City Manager/Assistant City Manager/Finance Director Meetings with Department Heads to discuss FY 2023-2024 budget estimates and FY 2024-2025 budget requests.
<b>May 13</b>	<b>5:15 PM</b>	CCPD Meeting – PD presents proposed CCPD budget to board. Board schedules public hearing on proposed budget
<b>May 13</b>	<b>5:45 PM</b>	FCPEMSD Meeting – FD presents proposed FCPEMSD budget to board. Board schedules a public hearing on budget
<b>May 22</b>		Notice for FCPEMSD public hearing on proposed FCPEMSD budget runs in newspaper.
<b>May 22</b>		Notice for CCPD public hearing on proposed CCPD budget runs in newspaper.
<b>June 10</b>	<b>5:15 PM</b>	CCPD public hearing on CCPD budget.
<b>June 10</b>	<b>5:45 PM</b>	FCPEMSD public hearing on FCPEMSD budget.
<b>June 10</b>	<b>After P.H.</b>	FCPEMSD budget workshop – (follows Public Hearing)
<b>June 20</b>	<b>TBD</b>	Distribute FY 2024-2025 Budget Workbooks to Council.
<b>June 24</b>	<b>5:30 PM</b>	City Council Budget Workshop.
<b>June 25</b>	<b>5:30 PM</b>	City Council Budget Workshop ( <i>if necessary</i> ).
<b>July 8</b>	<b>5:15 PM</b>	CCPD Meeting to adopt CCPD budget. ( <i>Board submits budget to Council</i> )
<b>July 8</b>	<b>5:45 PM</b>	FCPEMSD meeting to adopt FCPEMSD budget. ( <i>Board submits budget to Council</i> )
<b>July 16</b>	<b>7:30 PM</b>	City Manager presents proposed budget to City Council. Council calls public hearing on proposed City budget.
<b>July 16</b>	<b>7:30 PM</b>	City Council calls for public hearing on proposed CCPD and FCPEMSD budgets.
<b>July 22</b>	<b>5:30 PM</b>	DPCDC adopts FY 2024-2025 Budget and submits to Council.
<b>July 24</b>		Notice for Council public hearing on CCPD budget runs in newspaper.
<b>July 24</b>		Notice for Council public hearing on FCPEMSD budget runs in newspaper.
<b>July 24</b>		Notice for Council public hearing on City budget runs in newspaper.
<b>August 6</b>	<b>TBD</b>	Council workshop on FY 2024-2025 DPCDC Budget
<b>August 6</b>	<b>7:30 PM</b>	Public Hearing on proposed City budget.
<b>August 6</b>	<b>7:30 PM</b>	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.
<b>August 6</b>	<b>7:30 PM</b>	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.
<b>August 6</b>	<b>7:30 PM</b>	City Council adopts FY 2024-2025 DPCDC Budget
<b>Sept. 17</b>	<b>7:30 PM</b>	City Council adopts FY 2024-2025 Budget.
<b>Oct. 1</b>		FY 2024-2025 begins.