



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, OCTOBER 27, 2025, AT 5:30 P.M., WITH THE FOLLOWING MEMBERS PRESENT:

LAURA HICKS	PRESIDENT
ERIC RIPLEY	VICE PRESIDENT
FAYLENE DEFRANCIS	MEMBER
ELIZABETH DELGADO	MEMBER
JEFF LAWTHER	MEMBER
TIFFANY REGAN	MEMBER

OTHER OFFICIALS PRESENT:

SARA ROBINSON	ASSISTANT CITY MANAGER
ANGELA SMITH	ASSIST. BOARD SECRETARY
NICOLE GANEY	ASSIST. BOARD TREASURER

CALL TO ORDER – President Laura Hicks called the meeting to order at 5:30 p.m.

COMMENTS FROM AUDIENCE – No comments received.

1. RECOGNITION OF SERVICE BY DOUG BURGESS ON THE DEER PARK COMMUNITY – President Laura Hicks recognized Mr. Burgess as being appointed as one of the founding members to the Deer Park Community Development Board in 2015 by City Council. Mr. Burgess opted to not renew his term ending on September 30, 2025. The Board applauded his dedication in serving the citizens of Deer Park on this board and wished him the best in the future. Mr. Burgess was not in attendance and an appreciation plaque will be mailed to him.
2. RECOGNITION OF SERVICE BY LAYLA FORD ON THE DEER PARK COMMUNITY DEVELOPMENT BOARD – President Laura Hicks recognized Ms. Ford, who was appointed to the Deer Park Community Development Board in 2023 by City Council Ordinance No. 4456, replacing Mr. Les Ellard, who previously held the position. Ms. Ford's term concluded on September 30, 2025, and she was unable to renew due to relocating out of the area. The Board expressed its appreciation for her dedicated service to the citizens of Deer Park and extended best wishes for her future.

endeavors. An appreciation plaque was prepared for presentation at the meeting; however, Ms. Ford was not in attendance.

3. INTRODUCTION OF TWO NEW MEMBERS OF THE DEER PARK COMMUNITY DEVELOPMENT BOARD OF DIRECTORS – On August 19, 2025, City Council approved an ordinance appointing Ms. Tiffany Regan to Position 3 and Ms. Elizabeth Delgado to Position 5 on the Deer Park Community Development Board, each for a two-year term ending September 30, 2027. Ms. Delgado succeeds Mr. Doug Burgess and Ms. Regan succeeds Ms. Layla Ford. The Board extends a warm welcome to both appointees and looks forward to their service to the citizens of Deer Park.
4. CONSIDERATION OF AND ACTION ON ELECTION OF OFFICERS FOR ONE-YEAR TERM EXPIRING OCTOBER 2026 – Motion was made by Eric Ripley and seconded by Faylene DeFrancis to keep the same slate officers for the new term ending October 2026. Current Officers- President Laura Hicks, Vice President Eric Ripley, Secretary Faylene Defrancis, Treasurer Jeff Lawther, Assistant Board Secretary Angela Smith and Assistant Board Treasurer Nicole Ganey. Motion carried unanimously.
5. CONSIDERATION OF AND ACTION ON APPROVAL OF MINUTES OF MEETING FOR THE DEER PARK COMMUNITY DEVELOPMENT CORPORATION MEETING ON JULY 28, 2025 – Motion was made by Jeff Lawther and seconded by Eric Ripley to approve the minutes of the meeting for the Deer Park Community Development Corporation on July 28, 2025. Motion carried unanimously.
6. CONSIDERATION OF AND ACTION ON THE ANNUAL REVIEW AND AN ORDER TO ADOPT THE INVESTMENT POLICY FOR THE DEER PARK COMMUNITY DEVELOPMENT CORPORATION – Assistant Board Treasurer Nicole Ganey explained to the Board that the minor change of the investment policy was adding the National Credit Union Share Insurance Fund (NCUSIF) alongside the FDIC as a deposit insurance provider.

Motion was made by Eric Ripley and seconded by Jeff Lawther to accept the investment policy as presented. Motion carried unanimously.

7. CONSIDERATION OF AND POSSIBLE ACTION ON THE QUARTERLY REPORT FOR THE PERIOD OF JULY 1, 2025 -SEPTEMBER 30, 2025 – Assistant City Manager Sara Costlow spoke on the quarterly activity report of the CDC projects and opened the floor for any questions from the Board. None were asked.

Motion was made by Tiffany Regan and seconded by Faylene DeFrancis to approve the quarterly report for the period of July 1, 2025 - September 30, 2026. Motion carried unanimously.

8. DISCUSSION OF ISSUES RELATING TO THE STATUS OF DEER PARK COMMUNITY DEVELOPMENT CORPORATION (DPCDC) PROJECTS FOR THE PERIOD OF JULY 1, 2024 - SEPTEMBER 30, 2024 – Parks and Recreation Director Kenny Walsh provided an update on the status of several ongoing projects. The Spencerview Bridge has been set, with only a minor adjustment remaining to complete the trail connection from the bridge to the Glenwood Park complex. This connection is necessary to proceed with the addition of the new parking lot. The project is expected to be fully completed within the next two to three weeks. At the Dow Active Complex (DAC), progress continues, but there still remain some punch-list items such as the installation of acoustic panels, completion of cable setup and wall graphics in the downstairs rooms. The pool is scheduled to close for a few weeks in December to allow for maintenance work on the fire lines. DAC membership has surpassed expectations, currently performing approximately 25% above projections with an estimated 2,900 individual members. While membership numbers are good, programming and class offerings are slightly behind target. For Dow Park, the drainage pipeline design has been completed and staff are preparing to issue an RFP for construction services. The pickleball courts have experienced some delays but continue to make progress toward completion with a potential ribbon-cutting ceremony planned for early December 2025.
9. APPROVAL TO MOVE THE TIME OF THE NEXT REGULAR DEER PARK CDC BOARD MEETING FROM 5:30 PM TO 6:15 PM ON JANUARY 26, 2026 – Motion was made by Eric Ripley and seconded by Elizabeth Delgado to move the time of the next regular Deer Park CDC board meeting from 5:30 pm to 6:15 pm on Jan 26, 2026. Motion carried unanimously.

ADJOURN – President Laura Hicks adjourned the meeting at 5:45 p.m.

ATTEST:

APPROVED:

Angela Smith, TRMC, CMC
Board Secretary

Laura Hicks, Board President
Deer Park CDC