

Sherry Garrison, Council Position 1  
Thane Harrison, Council Position 2  
Tommy Ginn, Council Position 3

James Stokes, City Manager  
Gary Jackson, Assistant City Manager



Jerry Mouton Jr. , Mayor

Bill Patterson, Council Position 4  
Ron Martin, Council Position 5  
Rae A. Sinor, Council Position 6

Shannon Bennett, TRMC, City Secretary  
Jim Fox, City Attorney

Ordinance #3914

Resolution #2017-16

## CALL TO ORDER

*The 1693rd meeting of the Deer Park City Council.*

## INVOCATION

## PLEDGE OF ALLEGIANCE

## PRESENTATIONS

1. Special Presentation - Recognition of 2017 participants of the Volunteers in Parks and Recreation Program (VIPAR).

[PRE 17-025](#)

**Recommended Action:** Applause

2. Special Presentation - Recognition of 2017 Participants in the Library VolunTeens Program.

[PRE 17-024](#)

**Recommended Action:** Applause.

**Department:** Parks & Recreation

## PUBLIC HEARINGS

3. Public Hearing on the FY 2017-2018 Budget.

[PH 17-036](#)

**Recommended Action:** No action to be taken. City Council to hear input from interested persons.

**Attachments:** [PH Notice - City 17-18 Budget 08.15.17](#)

[Proposed Budget FY17-18](#)

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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.*

4. Public Hearing on the Deer Park Crime Control and Prevention District FY 2017-2018 Budget. [PH 17-034](#)

**Recommended Action:** Conduct the public hearing on the FY 2017-2018 Budget for the Deer Park Crime Control and Prevention District.

**Attachments:** [PH Notice - CCPD 08.15.17](#)  
[Proposed to CCPD - 17.18 Budget 07.10.17](#)

5. Public Hearing on the Deer Park Fire Control, Prevention, and Emergency Medical Services District FY 2017-2018 Budget. [PH 17-035](#)

**Recommended Action:** Conduct the public hearing on the FY 2017-2018 Budget for the Deer Park Fire Control, Prevention, and Emergency Medical Services District.

**Attachments:** [PH Notice - FCPEMSD 08.15.17](#)  
[Proposed to FCPEMSD - 17.18 Budget 07.10.17](#)

## CONSENT CALENDAR

6. Approval of minutes of special meeting on July 31, 2017. [MIN 17-112](#)

**Recommended Action:** Approval

**Attachments:** [CC MS 073117](#)

7. Approval of minutes of workshop meeting on August 1, 2017. [MIN 17-111](#)

**Recommended Action:** Approval

**Attachments:** [CC MW 080117](#)

8. Approval of minutes of regular meeting on August 1, 2017. [MIN 17-110](#)

**Recommended Action:** Approval

**Attachments:** [CC MR 080117](#)

9. Acceptance of Quarterly Investment Report (April - June 2017). [RPT 17-049](#)

**Recommended Action:** Accept the Investment Report for the Quarter Ended June 30, 2017.

**Department:** Finance

**Attachments:** [2017 3Q Investment Report](#)

10. Acceptance of completion of the Spencerview Athletic Complex Renovation project. [ACT 17-038](#)

**Recommended Action:** Staff recommends council acceptance of the project and approval of the final application and certificate for payment (Invoice # C17-08-105).

**Attachments:** [TF Harper Invoice C17-08-105](#)

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**11. Authorization to seek bids for mowing services on East Blvd.**[AUT 17-082](#)

**Recommended Action:** Authorize to seek bids for the annual East Blvd mowing services contract for 2017-18.

**Attachments:** [8.8.17 RFB MOWING Maintenance Services - EAST](#)

**COMMENTS FROM AUDIENCE**

*The Mayor shall call upon those who have registered to address Council in the order registered. There is a five minute time limit . A registration form is available in the Council Chambers and citizens must register by 7:25 p.m.*

**NEW BUSINESS****12. Consideration of and action on renewing the agreement with Valley View Consulting, L.L.C. for investment advisory services.**[AGR 17-035](#)

**Recommended Action:** Renew the agreement with Valley View Consulting, L.L.C. for investment advisory services.

**Department:** Finance

**Attachments:** [Agreement - Inv Adv Svc Renewal 2017.08.15](#)  
[Form 1295 - 08.15.17](#)

**13. Consideration of and action on to renew the mowing contract and add additional services.**[AGR 17-038](#)

**Recommended Action:** Accept to renew the current contract and add additional services which include additional mowing services on Center Street, spraying herbicide on Center Street, mowing services for ditches on Center Street and mowing on medians on Temperance Lane.

**Attachments:** [Quotes for Additional Mowing Services - Longclaw](#)  
[Renewal Contract Letter Longclaw \(002\)](#)

**14. Consideration of and action on the Youth Sports Organization Utilization Agreement with the Quest Youth Soccer Club for 2017.**[AGR 17-036](#)

**Recommended Action:** Authorize the Youth Sports Organization Utilization Agreement with the Quest Youth Soccer Club for 2017.

**Attachments:** [Quest Youth Soccer Club Sport Organization Utilization Agreement](#)

**15. Consideration of and action on the Youth Sports Organization Utilization Agreement with the Deer Park Pony Baseball for 2017.**[AGR 17-037](#)

**Recommended Action:** Authorize the Youth Sports Organization Utilization Agreement with the Deer Park Pony Baseball for 2017 and their written contribution request for their "in lieu of" projects for 2017 and 2018.

**Attachments:** [2017 Deer Park Pony Baseball Sport Organization Utilization Agreement](#)

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16. Consideration of and action on an ordinance calling a public hearing to adopt Standards of Care for the After School Program. [ORD 17-055](#)

**Recommended Action:** Approve the ordinance.

**Department:** City Manager's Office

**Attachments:** [After School Program 2017](#)

17. Consideration of and action on the results of the public hearing and an ordinance adopting the FY 2017-2018 Crime Control and Prevention District Budget. [ORD 17-052](#)

**Recommended Action:** Approve the ordinance adopting the FY 2017-2018 Crime Control and Prevention District Budget.

**Department:** City Manager's Office

**Attachments:** [Proposed to CCPD - 17.18 Budget 07.10.17](#)  
[Ord - Approve CCPD 17-18 Budget](#)

18. Consideration of and action on the results of the public hearing and an ordinance adopting the FY 2017-2018 Fire Control, Prevention, and Emergency Medical Services District Budget. [ORD 17-053](#)

**Recommended Action:** Approve the ordinance adopting the FY 2017-2018 Fire Control, Prevention, and Emergency Medical Services District Budget.

**Department:** City Manager's Office

**Attachments:** [Proposed to FCPEMSD - 17.18 Budget 07.10.17](#)  
[Ord - Approve FCPEMSD 17-18 Budget](#)

19. Consideration of and action on an Ordinance Changing the Time of the October 3, 2017 Regular City Council Meeting from 7:30 p.m. to 5:30 p.m. due to National Night Out. [ORD 17-054](#)

**Recommended Action:** Approval of the attached ordinance is recommended.

**Department:** City Manager's Office and City Council

**Attachments:** [Reschedule Council Meeting - National Night Out-2017](#)

20. Consideration of and action on an ordinance approving the Fiscal Year 2017-2018 Deer Park Community Development Corporation Budget. [ORD 17-051](#)

**Recommended Action:** Approve the ordinance.

**Department:** City Manager's Office

**Attachments:** [Proposed to DPCDC - 17.18 Budget 07.24.17](#)  
[Ord - Approve DPCDC 17-18 Budget](#)

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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.*

21. Consideration of and action on an ordinance amending the FY 2016-2017 employee classification scale for full time (classified) employees.

[ORD 17-057](#)

**Recommended Action:**

Approve the proposed ordinance amending the FY 2016-2017 employee classification scale for full time (classified) employees. This would be effective August 15, 2017.

**Attachments:**

[Ord Amend Pay Range Chart August 2017](#)

[2016\\_17 Full Time Classification scales \(Amended 8-15-17\)](#)

## ADJOURN

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Shannon Bennett, TRMC  
City Secretary

Posted on Bulletin Board  
August 11, 2017

*City Hall is wheelchair accessible and accessible parking spaces are available. Requests for accommodations or interpretive 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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*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.*



## Legislation Details (With Text)

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**File #:** PRE 17-025    **Version:** 1    **Name:**  
**Type:** Presentation    **Status:** Agenda Ready  
**File created:** 8/9/2017    **In control:** City Council  
**On agenda:** 8/15/2017    **Final action:**  
**Title:** Special Presentation - Recognition of 2017 participants of the Volunteers in Parks and Recreation Program (VIPAR).

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:**

Date	Ver.	Action By	Action	Result
8/15/2017	1	City Council		

Special Presentation - Recognition of 2017 participants of the Volunteers in Parks and Recreation Program (VIPAR).

Athletics/Aquatics Coordinator, Debra Culp, will be present to recognize the efforts of the 2017 participants of the City of Deer Park's VIPAR program. These youth volunteers donate hundreds of hours of service to the City each year, saving thousands of dollars in labor costs. Each volunteer will receive a certificate of appreciation from the City Manager's Office.

None

Applause



## Legislation Details (With Text)

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**File #:** PRE 17-024    **Version:** 1    **Name:**  
**Type:** Presentation    **Status:** Agenda Ready  
**File created:** 8/7/2017    **In control:** City Council  
**On agenda:** 8/15/2017    **Final action:**  
**Title:** Special Presentation - Recognition of 2017 Participants in the Library VolunTeens Program.  
**Sponsors:** Parks & Recreation  
**Indexes:**  
**Code sections:**  
**Attachments:**

Date	Ver.	Action By	Action	Result
8/15/2017	1	City Council		

Special Presentation - Recognition of 2017 Participants in the Library VolunTeens Program.

### Summary:

Children's Librarian, Susan Zykorie, and Assistant Children's Librarian, Robert Zambrano, will be present to recognize the efforts of the 2017 participants of the City of Deer Park's Library VolunTeens program. These youth volunteers donate many hours of service to the City each year, saving thousands of dollars in labor costs. Each volunteer will receive a certificate of appreciation from the City Manager's Office.

### Fiscal/Budgetary Impact:

To be determined.

Applause.



## Legislation Details (With Text)

**File #:** PH 17-036    **Version:** 1    **Name:**  
**Type:** Public Hearing(s)    **Status:** Agenda Ready  
**File created:** 8/7/2017    **In control:** City Council  
**On agenda:** 8/15/2017    **Final action:**  
**Title:** Public Hearing on the FY 2017-2018 Budget.  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:** [PH Notice - City 17-18 Budget 08.15.17](#)  
[Proposed Budget FY17-18](#)

Date	Ver.	Action By	Action	Result
8/15/2017	1	City Council		

Public Hearing on the FY 2017-2018 Budget.

### Summary:

In accordance with the City Charter, once the proposed budget is presented to City Council, the Council shall set a time and place for a public hearing at which time and place all interested persons shall be given an opportunity to be heard on matters pertaining to the proposed budget. The public hearing must be held no more than fifteen (15) days after presentation of the proposed budget and at least thirty (30) days prior to the last regular City Council meeting in September.

The proposed budget for FY 2017-2018 was presented to City Council at a special meeting on July 31, 2017.

### Fiscal/Budgetary Impact:

N/A.

No action to be taken. City Council to hear input from interested persons.

NOTICE OF BUDGET HEARING

The City Council of the City of Deer Park, Texas has called a Public Hearing, to be held at 7:30 p.m. on the 15th day of August, 2017, in the City Council Chambers of City Hall, 710 East San Augustine Street, at which time and place they will hear all persons desiring to be heard on or in connection with any matter or question involving the proposed Budget for said City for the year beginning October 1, 2017, which has been filed with the City Secretary and is available for inspection by all interested persons.

The proposed budget for FY 2017-2018 reflects the following levels of revenues and expenditures:

	<u>Revenues</u>	<u>Expenditures</u>
General Fund	\$ 42,456,581	\$ 42,456,581
Water & Sewer Fund	\$ 10,908,161	\$ 10,908,161
Debt Service Fund	\$ 7,018,928	\$ 7,018,928
Special Revenue Fund	\$ 1,790,630	\$ 1,786,568
Capital Improvements Fund	\$ 6,406,253	\$ 6,406,253
Storm Water Fund	\$ 337,500	\$ 337,500
Golf Course Lease Fund	\$ 176,000	\$ 176,000
Chapter 380 Reimbursement Fund	\$ 400,000	\$ 400,000
TOTAL BUDGET	\$ 69,494,053	\$ 69,489,991

This budget is estimated to raise more total property taxes than last year's budget by \$532,410, an increase of 3.1%. Based on taxable value information currently available from the Harris County Appraisal District, it is not possible at this time to determine the amount of this additional property tax revenue to be raised from new property added to the roll this year.

DATED AT Deer Park, Texas, the 31<sup>TH</sup> day of July, 2017.

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Shannon Bennett, TRMC  
City Secretary

# **CITY OF DEER PARK**



## **PROPOSED BUDGET**

FY 2017-2018



July 31, 2017

The Honorable Mayor and City Council  
City of Deer Park

This evening, I present the City Council with the City Manager's proposed budget for Fiscal Year 2017-2018. This budget includes an anticipated ad valorem tax rate of \$0.720000/\$100 valuation, which matches the current fiscal year. This tax rate funds \$13,351,017 of the City's General Fund operations and \$4,498,566 of the City's Debt Service Fund.

Below is a summary of the key components of the proposed budget for Fiscal Year 2017-2018:

- Summary of budget expenditure totals of various funds:

	<u>Proposed FY 2017-2018</u>
General Fund	\$ 38,784,141
Special Revenue Fund	\$ 1,786,568
Debt Service Fund	\$ 7,018,928
Water & Sewer Fund	\$ 10,908,161
Capital Improvements Fund	\$ 6,406,253
Storm Water Utility Fund	\$ 337,500
Golf Course Lease Fund	\$ 176,000
Chapter 380 Reimbursement Fund	<u>\$ 400,000</u>
TOTAL ALL FUNDS	\$ 65,817,551

- The proposed FY 2017-2018 General Fund budget calls for a decrease of one (1) full-

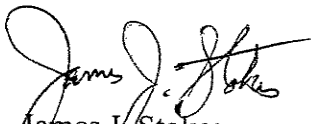
time employee, as two (2) Police Officer positions will be funded by the Crime Control and Prevention District budget, and one (1) new Paramedic position will be funded by the General Fund. An additional new Paramedic position will be funded by the Fire Control, Prevention, and Emergency Medical Services District budget in FY 2017-2018. The General Fund also contains two (2) new part-time positions, a handful of re-classifications of existing staff, and a 2% cost of living increase for City employees.

- The Water & Sewer Fund is an enterprise fund which derives its revenues from water and sewer rates, not property taxes. Annually, this fund faces several mandatory expenses and programs required to continue operations in compliance with state and federal regulations for water and wastewater treatment. We continue addressing repairs to aged water/sewer infrastructure. During FY 2017-2018, the City will issue certificates of obligation of approximately \$6.7 million to fund capital expenditures. This is the seventh consecutive year of a 10 year water/sewer capital improvements program. These certificates of obligation are secured by the "full faith and credit" of the City of Deer Park, but for FY 2017-2018, only a portion of the principal and interest on the obligations will be paid with water and sewer fees. In recent years, water and sewer rates have been increased five percent (5%) annually to fund the cost of operations and debt service. The City plans to conduct a new rate study in FY 2017-2018 to update future cost estimates. In lieu of a rate increase in FY 2017-2018, the City has moved a portion of the annual debt obligations for the water and sewer system to the debt service fund to offset the flat revenue projections.
- Funds are provided in the Debt Service Fund to pay the annual interest and principal payments on previously issued bonds and related costs, including for FY 2017-2018, a portion of the annual debt obligations for the water and sewer system. The amount estimated in FY 2017-2018 for these payments is \$7,018,928.
- The Special Revenue Fund consists of revenue and expenditures related to the City's Hotel Occupancy Tax, Municipal Court fees, Police Forfeiture funds, and grants. For FY 2017-2018 the proposed expenditures in this fund total \$1,786,568. Of these, Hotel Occupancy Tax expenditures total \$886,832. Several City events and projects are funded through Hotel Occupancy Tax proceeds, including the annual Reindeer Park, partial co-sponsorship of the San Jacinto Day Festival and Battle Reenactment, wayfinding signs, and advertising and promotion of Deer Park's 125<sup>th</sup> Anniversary. Municipal Court fees will fund related Court expenditures of \$355,748 in FY 2017-2018, and Police Forfeiture funds will cover \$14,403 of Police Department expenditures. Grant funds of \$529,585 expected from the Texas Parks and Wildlife Department will be used to cover costs for the City's wetlands project and hike and bike trails.
- The Capital Improvements Fund is for the purpose of funding capital improvements on a cash or pay-as-you-go basis. This fund reduces the use of long-term debt financing. Numerous projects totaling \$6,406,253 are included in the FY 2017-2018 budget. These include \$3,622,440 for construction and furnishing of the new City Hall; \$1,633,813 for street improvements; \$200,000 for sidewalk improvements; and \$637,000 for various Parks & Recreation facilities. There is also a \$100,000 contingency for unforeseen capital needs.

- The Storm Water Utility Fund allows the City to cover expenses associated with the unfunded federal mandate known as the National Pollutant Discharge Elimination System (NPDES). The NPDES mandate requires cities to implement programs and practices to control polluted storm water run-off through a permitting program. A fee of \$1.60 per month per residential water utility account and \$1.60 per month per Equivalent Residential Unit (ERU) for commercial businesses will be assessed to fund this program. This represents an increase of \$0.15 per ERU per month. The Storm Water Utility Fund's budgeted expenditures during FY 2017-2018 total \$337,500, and include lease-purchase payments for a Street Sweeper and a Gradall vehicle, both of which are used to clean ditches and improve the flow of storm water.
- The Golf Course Lease Fund is used to record the expenditures associated with maintaining The Battleground Golf Course and Republic Grill through a lease agreement with Touchstone Golf. For FY 2017-2018, the Golf Course Lease Fund expenditures are budgeted at \$176,000 for equipment rental, repairs and maintenance, and a new marquee. Budgeted revenues are down from past years, due to the restructuring of the City's lease agreement with Touchstone Golf.
- The City has three (3) component units of our local government, which are the Crime Control and Prevention District (CCPD), the Fire Control, Prevention, and Emergency Medical Services District (FCPEMSD), and the Deer Park Community Development Corporation (DPCDC). The CCPD and FCPEMSD were created by approval of Deer Park voters in May 2011 and renewed by Deer Park voters in May 2016. The DPCDC was approved as a Type B Economic Development Corporation by Deer Park voters in May 2015. Each of these entities operates under the direction of its own Board of Directors. CCPD revenues assist with the purchase of items utilized by the Deer Park Police Department, while FCPEMSD revenues help fund the needs of the Deer Park Volunteer Fire Department. For FY 2017-2018, the CCPD plans expenditures of \$1,442,096 while the FCPEMSD's planned expenditures total \$3,810,343. DPCDC expenditures support seven (7) specific public parks improvement initiatives with expenditures totaling \$2,700,900 in FY 2017-2018.

Production of the City's annual budget remains the largest single undertaking of the year. It only happens because of the dedication and hard work of a strong team of our City staff and elected officials. I thank all of you for your part in another successful effort.

Sincerely,

  
James J. Stokes  
City Manager

**CITY OF DEER PARK**  
**PROPOSED BUDGET**  
**FY 2017-2018**

This budget is estimated to raise more total property taxes than last year's budget by \$532,410, an increase of 3.1%. Based on taxable value information currently available from the Harris County Appraisal District, it is not possible at this time to determine the amount of this additional property tax revenue to be raised from new property added to the roll this year.

**CITY OF DEER PARK  
2017 - 2018 ANNUAL BUDGET  
GENERAL FUND REVENUES & RESOURCES**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROJECTED 17-18
<b><u>Tax Revenue</u></b>				
3101 Current Taxes	\$ 11,596,748	\$ 12,946,440	\$ 12,550,000	\$ 13,351,017
3102 Industrial District	13,058,596	11,528,238	11,277,000	11,321,524
3111 Delinquent Taxes	35,754	103,000	262,000	103,000
3115 Penalty & Interest	117,706	111,000	129,000	121,000
3118 Tax Certificates	170	200	300	200
3119 Attorney Fees	-	50,000	40,000	50,000
3120 Sales Tax Revenue	6,553,553	5,800,000	6,200,000	5,850,000
3121 Franchise Tax Revenue	2,129,053	2,050,000	1,955,000	1,950,000
<b>Total Tax Revenue</b>	<b>33,491,580</b>	<b>32,588,878</b>	<b>32,413,300</b>	<b>32,746,741</b>
<b><u>Service Fees</u></b>				
3202 Commercial Garbage Fees	958,343	950,000	980,000	991,000
3205 Garbage Sack Fees	18,700	18,000	17,000	18,000
3206 Commercial Garbage Contract Fee	114,721	114,000	117,600	117,600
3207 Commercial Garbage Processing Fee	76,481	76,000	78,400	78,400
3212 Late Charges	9,092	10,000	9,800	10,000
<b>Total Service Fees</b>	<b>1,177,336</b>	<b>1,168,000</b>	<b>1,202,800</b>	<b>1,215,000</b>
<b><u>Fines</u></b>				
3307 Uniform Traffic Act	25,411	27,000	21,144	21,000
3308 Arrest Fees	58,409	60,000	56,467	56,000
3309 Warrant Fees	171,417	197,000	169,443	169,000
3310 Court Fines & Fees	1,279,147	1,168,000	1,162,981	1,163,000
3311 Pound Fees	14,672	14,200	14,000	14,200
3312 Mowing Fees	34,940	39,000	36,000	39,000
3313 Library Fines	16,229	14,000	15,000	15,000
3314 Time-to-Pay (TTP) Fee	27,355	29,000	26,769	27,000
<b>Total Fines</b>	<b>1,627,580</b>	<b>1,548,200</b>	<b>1,501,804</b>	<b>1,504,200</b>
<b><u>Permits &amp; Licenses</u></b>				
3408 Alarm Permits	61,650	50,000	58,000	58,000
3409 False Alarm Fees	14,775	10,000	14,000	14,000
3410 Building Permits	322,520	320,000	320,000	300,000
3411 Electrical Permits	61,587	40,000	70,000	60,000
3412 Mechanical Permits	43,151	35,000	35,000	35,000
3419 Liquor License	3,033	2,500	3,000	2,500
3420 Specific Use Permits	300	1,000	300	1,000
3421 Variance Permits	1,050	1,500	2,900	3,000
3440 Electrical Licenses	23,920	25,000	25,000	25,000
3441 Dog License Fees	1,710	3,000	1,800	2,000
3442 Wrecker License Fees	450	500	450	450
3443 Private Ambulance Permits	1,400	1,400	350	350
<b>Total Permits &amp; Licenses</b>	<b>535,546</b>	<b>489,900</b>	<b>530,800</b>	<b>501,300</b>

**CITY OF DEER PARK  
2017 - 2018 ANNUAL BUDGET  
GENERAL FUND REVENUES & RESOURCES**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROJECTED 17-18
<b><u>User Fees</u></b>				
3504 Rezoning Request Fees	1,600	2,000	1,200	2,000
3505 Recreation Program Fees	108,770	100,000	90,000	90,000
3506 Dance Program Fees	117,557	110,000	110,000	110,000
3507 Theatre Program Fees	38,298	40,000	40,000	40,000
3509 Pool Concessions	19,251	15,000	15,000	15,000
3510 Instruction Class Fees	102,891	70,000	80,000	80,000
3511 Building Rental Fees	113,694	75,000	100,000	100,000
3512 Coin & Vending Mach. Fees	2,040	5,000	2,500	2,500
3513 Pool Admission Fees	56,328	50,000	55,000	55,000
3515 Plat Filing Fees	4,439	1,500	6,000	1,500
3516 Subdivision Street Light Fees	-	10,000	11,023	-
3517 Athletic Fees	115,173	100,000	70,000	80,000
3518 Maxwell Program Fees	126,887	80,000	100,000	110,000
3519 Garage Sale Fees	8,390	7,400	8,900	8,000
3520 Filing Fees	225	500	285	250
3522 Ambulance Fees	718,997	500,000	820,000	750,000
3523 Drill Field Fees	50,337	30,000	65,000	50,000
3524 Police Department Programs	5,998	3,000	6,000	5,000
3525 DPISD SRO Program	182,736	150,000	150,000	150,000
3526 STEP Program	48,093	45,000	50,000	50,000
3527 Fire Marshal Fees	27,633	20,000	30,000	30,000
3529 Aquatic Program Fees	27,265	5,000	20,000	25,000
3530 Pool Rental Fees	6,955	10,000	10,000	10,000
3531 Theatre Ticket Fees	119,800	130,000	130,000	130,000
<b>Total User Fees</b>	<b>2,003,355</b>	<b>1,559,400</b>	<b>1,970,908</b>	<b>1,894,250</b>

**CITY OF DEER PARK  
2017 - 2018 ANNUAL BUDGET  
GENERAL FUND REVENUES & RESOURCES**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROJECTED 17-18
<b><u>Other Revenue</u></b>				
3612 Meals for Seniors	25,522	25,000	20,000	10,000
3613 Afterschool Program	364,235	350,000	350,000	350,000
3614 Sale of Surplus Materials	102,690	10,000	50,000	10,000
3620 Investment Revenue	146,851	80,000	190,000	150,000
3626 Copy Fees	7,895	2,500	6,500	5,000
3627 Accident Reports	4,179	1,500	4,000	1,500
3630 Insurance Reimbursement	80,300	-	35,200	-
3631 Miscellaneous Revenue	31,833	2,500	36,000	2,500
3660 Cash Over/Short	22	-	600	-
3698 Proceeds from Capital Leases	178,500	-	-	-
3699 Intergovernmental Revenue	-	-	-	-
<b>Total Other Revenue</b>	<b>942,026</b>	<b>471,500</b>	<b>692,300</b>	<b>529,000</b>
<b><u>Special Revenue</u></b>				
3830 Texas Forest Service Grant	7,366	10,000	10,000	10,000
3837 SETRAC Grant	-	-	-	-
3840 Bulletproof Vest Grant	2,275	-	-	-
<b>Total Special Revenue</b>	<b>9,641</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>
<b>Total Current Revenue</b>	<b>39,787,065</b>	<b>37,835,878</b>	<b>38,321,912</b>	<b>38,400,491</b>
<b><u>Resources</u></b>				
3640 Transfer from Water/Sewer	94,480	98,200	98,200	97,626
3642 Transfer from Municipal Court Fund	96,646	158,169	158,169	162,174
3642 Transfer from Hotel/Motel Tax Fund	169,345	168,500	168,500	173,850
<b>Total Resources</b>	<b>360,471</b>	<b>424,869</b>	<b>424,869</b>	<b>433,650</b>
<b>Total Current Revenue &amp; Resources</b>	<b>40,147,536</b>	<b>38,260,747</b>	<b>38,746,781</b>	<b>38,834,141</b>
<b>Prior Year Revenue</b>	<b>-</b>	<b>263,325</b>	<b>3,122,440</b>	<b>3,622,440</b>
<b>Total Revenue &amp; Resources</b>	<b>\$ 40,147,536</b>	<b>\$ 38,524,072</b>	<b>\$ 41,869,221</b>	<b>\$ 42,456,581</b>

**CITY OF DEER PARK  
2017-2018 ANNUAL BUDGET  
GENERAL FUND EXPENDITURE SUMMARY**

DEPARTMENT		ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
<b><u>ADMINISTRATION &amp; FINANCE</u></b>					
101	Mayor & Council	\$ 48,267	\$ 63,350	\$ 56,826	\$ 63,550
102	City Manager	839,309	910,202	848,231	951,810
103	Boards & Commissions	10,726	15,408	10,835	15,408
104	Municipal Court	389,164	419,506	405,303	444,901
105	General Government	5,639,034	4,560,207	3,875,542	4,348,410
106	Legal Services	91,931	152,000	152,000	152,000
107	Human Resources	342,888	343,225	322,833	382,418
200	Information Technology	1,325,496	1,483,441	1,574,761	1,605,167
201	Finance	615,418	663,161	643,179	687,220
202	City Secretary	416,930	453,700	366,502	402,643
314	Warehouse	80,030	76,355	74,803	77,954
<b>Total Administration &amp; Finance</b>		<b>9,799,191</b>	<b>9,140,555</b>	<b>8,330,814</b>	<b>9,131,481</b>
<b><u>COMMUNITY DEVELOPMENT</u></b>					
401	Planning & Development	1,896,559	1,959,379	1,830,947	1,939,794
409	Beautification	26,480	25,000	25,000	45,000
410	Park Maintenance	2,192,927	3,259,668	3,131,446	2,545,414
411	Recreation	1,464,633	1,559,153	1,534,393	1,609,379
412	Athletics & Aquatics	858,394	874,318	869,785	875,642
415	Senior Services	549,552	562,589	561,760	554,370
416	After School Program	293,462	393,645	325,434	388,953
417	Drama	430,268	452,606	443,213	503,232
420	Library	997,413	1,122,332	1,047,842	1,122,728
<b>Total Community Development</b>		<b>8,709,687</b>	<b>10,208,690</b>	<b>9,769,820</b>	<b>9,584,512</b>
<b><u>PUBLIC WORKS</u></b>					
413	Building Maintenance	589,599	687,571	657,222	667,180
402	Sanitation	3,753,958	3,857,439	3,797,939	4,016,136
403	Street Maintenance	1,166,591	1,449,559	1,351,576	1,926,225
404	Fleet Maintenance	689,229	962,702	693,957	744,177
405	Humane Services	236,407	258,733	247,302	263,072
<b>Total Public Works</b>		<b>6,435,784</b>	<b>7,216,004</b>	<b>6,747,996</b>	<b>7,616,790</b>

**CITY OF DEER PARK  
2017-2018 ANNUAL BUDGET  
GENERAL FUND EXPENDITURE SUMMARY**

DEPARTMENT		ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
<b><u>PUBLIC SAFETY</u></b>					
300	Police Department	8,701,667	9,446,760	8,844,325	9,832,451
303	Emergency Management	448,038	446,259	457,071	460,660
304	Fire Department	656,212	687,712	666,432	659,608
305	Emergency Medical Services	965,172	1,176,424	1,121,341	1,340,986
307	Fire Marshal	162,730	151,668	144,587	157,653
<b>Total Public Safety</b>		<b><u>10,933,818</u></b>	<b><u>11,908,823</u></b>	<b><u>11,233,756</u></b>	<b><u>12,451,358</u></b>
<b>TOTAL OPERATING BUDGET</b>		<b><u>35,878,480</u></b>	<b><u>38,474,072</u></b>	<b><u>36,082,386</u></b>	<b><u>38,784,141</u></b>
<b><u>TRANSFERS OUT</u></b>					
	Operating Transfer Out - CIP	-	-	5,336,835	3,566,440
	Operating Transfer Out - Chapter 381	-	-	400,000	-
	Operating Transfer Out - Golf Course Lease	-	50,000	50,000	106,000
<b>TOTAL TRANSFERS OUT</b>		<b><u>-</u></b>	<b><u>50,000</u></b>	<b><u>5,786,835</u></b>	<b><u>3,672,440</u></b>
<b>TOTAL EXPENDITURES</b>		<b><u>\$ 35,878,480</u></b>	<b><u>\$ 38,524,072</u></b>	<b><u>\$ 41,869,221</u></b>	<b><u>\$ 42,456,581</u></b>

**CITY OF DEER PARK  
2017-2018 ANNUAL BUDGET**

**EXPENDITURE SUMMARY**

**101 - MAYOR AND COUNCIL**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
Personnel & Related	\$ 17,117	\$ 17,200	\$ 17,200	\$ 17,200
Services	29,419	40,150	36,746	40,350
Supplies	<u>1,731</u>	<u>6,000</u>	<u>2,880</u>	<u>6,000</u>
<b>Total Expenditures</b>	<b><u>\$ 48,267</u></b>	<b><u>\$ 63,350</u></b>	<b><u>\$ 56,826</u></b>	<b><u>\$ 63,550</u></b>

**PERSONNEL SCHEDULE**

Mayor	1	1	1	1
Council Members	6	6	6	6

**PROGRAM DESCRIPTION**

The Mayor and members of the City Council are elected by the citizens of Deer Park on an alternating basis and serve as the legislative body of the City of Deer Park. They are equal in power and authority and take an oath to faithfully execute the duties of the office to which they are elected. Their duties are the immediate preservation of the public peace, healthy, safety and welfare of the citizens of the City. They are charged with the responsibility of passing legislation in the best interest of the citizens of the City and meet the first and third Tuesday of each month.

**CITY OF DEER PARK  
2017-2018 ANNUAL BUDGET**

**101 - MAYOR AND COUNCIL**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
<b><u>4100 PERSONNEL &amp; RELATED</u></b>				
4106 Social Security/Medicare	\$ 1,217	\$ 1,300	\$ 1,300	\$ 1,300
4116 Public Official Compensation	<u>15,900</u>	<u>15,900</u>	<u>15,900</u>	<u>15,900</u>
<b>Total Personnel &amp; Related</b>	<b><u>17,117</u></b>	<b><u>17,200</u></b>	<b><u>17,200</u></b>	<b><u>17,200</u></b>
<b><u>4200 SERVICES</u></b>				
4219 Mobile Technology	1,678	2,300	2,414	2,500
4250 Training & Travel	27,152	35,000	33,032	35,000
4251 Subscriptions	300	350	300	350
4255 Community/Employee Affairs	<u>289</u>	<u>2,500</u>	<u>1,000</u>	<u>2,500</u>
<b>Total Services</b>	<b><u>29,419</u></b>	<b><u>40,150</u></b>	<b><u>36,746</u></b>	<b><u>40,350</u></b>
<b><u>4300 SUPPLIES</u></b>				
4301 Office Supplies	481	2,000	700	2,000
4303 Operational Supplies	845	1,600	1,245	1,600
4304 Data Processing Supplies	280	1,500	575	1,500
4307 Postage	126	600	300	600
4308 Small Tools & Minor Equipment	-	100	60	100
4348 Books	<u>-</u>	<u>200</u>	<u>-</u>	<u>200</u>
<b>Total Supplies</b>	<b><u>1,731</u></b>	<b><u>6,000</u></b>	<b><u>2,880</u></b>	<b><u>6,000</u></b>
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 48,267</u></b>	<b><u>\$ 63,350</u></b>	<b><u>\$ 56,826</u></b>	<b><u>\$ 63,550</u></b>

**CITY OF DEER PARK  
2017-2018 ANNUAL BUDGET**

**EXPENDITURE SUMMARY**

**102 - CITY MANAGER**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
Personnel & Related	\$ 822,470	\$ 877,952	\$ 826,681	\$ 916,960
Services	12,727	18,700	14,150	19,750
Supplies	4,112	13,350	6,500	13,300
Repairs & Maintenance	-	200	900	1,800
<b>Total Expenditures</b>	<b>\$ 839,309</b>	<b>\$ 910,202</b>	<b>\$ 848,231</b>	<b>\$ 951,810</b>

**PERSONNEL SCHEDULE**

City Manager	1	1	1	1
Assistant City Manager	1	1	1	1
Economic Development Administrator	1	1	1	1
Executive Assistant	1	1	1	1
Special Projects Coordinator	1	1	1	1
Public Relations/Marketing Specialist	1	1	1	1
Receptionist - Part - Time	2	2	1	1
Digital Media Specialist - Part-Time	0	0	1	1

**PROGRAM DESCRIPTION**

The City Manager is responsible to the City Council for the proper administration of the affairs of the City's government.

**CITY OF DEER PARK  
2017-2018 ANNUAL BUDGET**

**102 - CITY MANAGER**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
<b><u>4100 PERSONNEL &amp; RELATED</u></b>				
4101 Salaries - Full Time	\$ 598,999	\$ 611,021	\$ 595,843	\$ 639,257
4102 Salaries - Part Time	15,598	28,350	21,000	30,999
4104 Salaries - Overtime	4,709	5,000	6,500	7,000
4106 Social Security/Medicare	41,177	49,910	42,900	52,303
4107 TMRS	84,182	93,740	80,900	101,332
4108 Health & Life Insurance	62,623	73,860	64,450	70,188
4109 Workers Compensation	606	891	508	701
4111 Car Allowance	13,800	14,400	13,800	14,400
4114 Section 125 Admin Fee	133	135	135	135
4117 Health Savings Account	644	645	645	645
<b>Total Personnel &amp; Related</b>	<b><u>822,470</u></b>	<b><u>877,952</u></b>	<b><u>826,681</u></b>	<b><u>916,960</u></b>
<b><u>4200 SERVICES</u></b>				
4216 Mobile Telephone	629	1,100	800	1,100
4250 Training & Travel	7,885	12,000	8,900	12,000
4251 Subscriptions	1,641	600	1,650	1,650
4252 Dues & Fees	2,572	5,000	2,800	5,000
<b>Total Services</b>	<b><u>12,727</u></b>	<b><u>18,700</u></b>	<b><u>14,150</u></b>	<b><u>19,750</u></b>
<b><u>4300 SUPPLIES</u></b>				
4301 Office Supplies	2,695	5,100	3,000	5,000
4304 Data Processing Supplies	164	600	300	600
4305 Printing	917	3,000	1,800	3,000
4307 Postage	28	750	100	700
4308 Small Tools & Minor Equipment	92	3,500	1,000	3,500
4311 Uniforms	217	150	250	250
4348 Books	-	250	50	250
<b>Total Supplies</b>	<b><u>4,112</u></b>	<b><u>13,350</u></b>	<b><u>6,500</u></b>	<b><u>13,300</u></b>

**CITY OF DEER PARK  
2017-2018 ANNUAL BUDGET**

**102 - CITY MANAGER**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
<b><u>4400 REPAIRS &amp; MAINTENANCE</u></b>				
4402 Machinery & Equipment	-	200	900	1,800
<b>Total Repairs &amp; Maintenance</b>	-	<b>200</b>	<b>900</b>	<b>1,800</b>
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 839,309</u></b>	<b><u>\$ 910,202</u></b>	<b><u>\$ 848,231</u></b>	<b><u>\$ 951,810</u></b>

**CITY OF DEER PARK  
2017-2018 ANNUAL BUDGET**

**EXPENDITURE SUMMARY**

**103 - BOARDS AND COMMISSIONS**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
Personnel & Related	\$ 7,331	\$ 7,858	\$ 7,490	\$ 7,858
Services	3,079	6,600	2,985	6,600
Supplies	<u>316</u>	<u>950</u>	<u>360</u>	<u>950</u>
<b>Total Expenditures</b>	<b><u>\$ 10,726</u></b>	<b><u>\$ 15,408</u></b>	<b><u>\$ 10,835</u></b>	<b><u>\$ 15,408</u></b>

**PROGRAM DESCRIPTION**

Boards and Commissions are appointed by the City Council and provide recommendations on matters related to the Board of Adjustment, Library, Parks and Recreation, and Planning and Zoning.

**CITY OF DEER PARK  
2017-2018 ANNUAL BUDGET**

**103 - BOARDS AND COMMISSIONS**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
<b><u>4100 PERSONNEL &amp; RELATED</u></b>				
4106 Social Security/Medicare	\$ 521	\$ 558	\$ 550	\$ 558
4116 Public Official Compensation	<u>6,810</u>	<u>7,300</u>	<u>6,940</u>	<u>7,300</u>
<b>Total Personnel &amp; Related</b>	<b><u>7,331</u></b>	<b><u>7,858</u></b>	<b><u>7,490</u></b>	<b><u>7,858</u></b>
<b><u>4200 SERVICES</u></b>				
4250 Training & Travel	-	3,100	-	3,100
4252 Dues & Fees	560	1,200	685	1,200
4255 Community/Employee Affairs	<u>2,519</u>	<u>2,300</u>	<u>2,300</u>	<u>2,300</u>
<b>Total Services</b>	<b><u>3,079</u></b>	<b><u>6,600</u></b>	<b><u>2,985</u></b>	<b><u>6,600</u></b>
<b><u>4300 SUPPLIES</u></b>				
4305 Printing	-	200	-	200
4307 Postage	216	450	260	450
4348 Books	<u>99</u>	<u>300</u>	<u>100</u>	<u>300</u>
<b>Total Supplies</b>	<b><u>316</u></b>	<b><u>950</u></b>	<b><u>360</u></b>	<b><u>950</u></b>
 <b>TOTAL EXPENDITURES</b>	 <b><u>\$ 10,726</u></b>	 <b><u>\$ 15,408</u></b>	 <b><u>\$ 10,835</u></b>	 <b><u>\$ 15,408</u></b>

**CITY OF DEER PARK  
2017-2018 ANNUAL BUDGET**

**EXPENDITURE SUMMARY**

**104 - MUNICIPAL COURT**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
Personnel & Related	\$ 340,691	\$ 371,656	\$ 372,680	\$ 397,051
Services	33,228	29,650	23,273	29,650
Supplies	9,304	13,200	8,300	13,200
Repairs & Maintenance	5,941	5,000	1,050	5,000
<b>Total Expenditures</b>	<b>\$ 389,164</b>	<b>\$ 419,506</b>	<b>\$ 405,303</b>	<b>\$ 444,901</b>

**PERSONNEL SCHEDULE**

Judge	1	1	1	1
Alternate Judge	3	3	3	3
Prosecutor	2	2	2	2
Court Administrator	1	1	1	1
Chief Deputy Court Clerk	1	1	1	1
Deputy Court Clerk	3	3	3	3
Part-time Clerk	1	0	0	0

**PROGRAM DESCRIPTION**

The Municipal Court is responsible for the judicial process of Class C misdemeanors originating from traffic citations, City ordinance violations, citizen complaints, and misdemeanor arrests. The Court must prepare dockets, schedule trials, process juries, record and collect fine payments, and issue warrants. Additionally, the Court compiles reports and provides these to the State and City offices. The Municipal Court Judge holds court as needed including morning and evening dockets and a separate docket to accommodate juvenile defendants.

**CITY OF DEER PARK  
2017-2018 ANNUAL BUDGET**

**104 - MUNICIPAL COURT**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
<b><u>4100 PERSONNEL &amp; RELATED</u></b>				
4101 Salaries - Full Time	\$ 230,700	\$ 241,139	\$ 239,000	\$ 251,636
4102 Salaries - Part Time	-	7,953	7,953	7,953
4104 Salaries - Overtime	1,562	3,000	2,520	3,000
4106 Social Security/Medicare	19,928	19,024	21,250	19,799
4107 TMRS	32,790	34,641	34,005	36,597
4108 Health & Life Insurance	20,524	28,560	33,420	40,848
4109 Workers Compensation	251	343	197	267
4114 Section 125 Admin Fee	137	180	135	135
4116 Public Official Compensation	34,800	36,816	34,200	36,816
4117 Health Savings Account	-	-	-	-
<b>Total Personnel &amp; Related</b>	<b><u>340,691</u></b>	<b><u>371,656</u></b>	<b><u>372,680</u></b>	<b><u>397,051</u></b>
<b><u>4200 SERVICES</u></b>				
4235 Insurance Fidelity	60	200	268	200
4250 Training & Travel	1,569	3,000	2,125	3,000
4251 Subscriptions	36	200	50	200
4252 Dues & Fees	200	250	80	250
4290 Contract Labor	<u>31,364</u>	<u>26,000</u>	<u>20,750</u>	<u>26,000</u>
<b>Total Services</b>	<b><u>33,228</u></b>	<b><u>29,650</u></b>	<b><u>23,273</u></b>	<b><u>29,650</u></b>
<b><u>4300 SUPPLIES</u></b>				
4301 Office Supplies	1,163	2,325	2,150	2,325
4303 Operational Supplies	94	750	200	750
4304 Data Processing Supplies	1,349	2,000	-	2,000
4305 Printing	1,440	1,500	750	1,500
4307 Postage	4,117	3,875	3,900	3,875
4308 Small Tools & Minor Equipment	1,120	2,500	1,300	2,500
4348 Books	<u>20</u>	<u>250</u>	<u>-</u>	<u>250</u>
<b>Total Supplies</b>	<b><u>9,304</u></b>	<b><u>13,200</u></b>	<b><u>8,300</u></b>	<b><u>13,200</u></b>

**CITY OF DEER PARK  
2017-2018 ANNUAL BUDGET**

**104 - MUNICIPAL COURT**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
<b><u>4400 REPAIRS &amp; MAINTENANCE</u></b>				
4402 Machinery & Equipment	5,902	5,000	1,050	5,000
4404 Building	<u>39</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Total Repairs &amp; Maintenance</b>	<b><u>5,941</u></b>	<b><u>5,000</u></b>	<b><u>1,050</u></b>	<b><u>5,000</u></b>
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 389,164</u></b>	<b><u>\$ 419,506</u></b>	<b><u>\$ 405,303</u></b>	<b><u>\$ 444,901</u></b>

**CITY OF DEER PARK  
2017-2018 ANNUAL BUDGET**

**EXPENDITURE SUMMARY**

**105 - GENERAL GOVERNMENT**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
Personnel & Related	\$ 470,522	\$ 725,100	\$ 646,260	\$ 714,950
Services	2,087,460	2,592,668	2,354,349	2,528,021
Supplies	56,707	99,100	63,900	99,100
Repairs & Maintenance	133,034	280,701	214,000	280,200
Other Operating Expenditures	2,891,310	862,638	597,033	726,139
Capital Outlay	-	-	-	-
<b>Total Expenditures</b>	<b>\$ 5,639,034</b>	<b>\$ 4,560,207</b>	<b>\$ 3,875,542</b>	<b>\$ 4,348,410</b>

**PROGRAM DESCRIPTION**

The general government budget provides funds to operate, repair, and insure City facilities. Additionally this budget provides funding for miscellaneous general governmental expenditures and contingencies not directly associated with a specific department.

**CITY OF DEER PARK  
2017-2018 ANNUAL BUDGET**

**105 - GENERAL GOVERNMENT**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
<b><u>4100 PERSONNEL &amp; RELATED</u></b>				
4106 Social Security/Medicare	\$ 512	\$ 30,000	\$ 5,000	\$ 7,500
4107 TMRS	4,042	60,000	10,000	15,000
4108 Health & Life Insurance	401,797	545,000	536,682	590,350
4109 Workers Compensation	22,824	40,000	45,856	50,000
4110 State Unemployment	41,347	45,000	43,622	47,000
4114 Section 125 Admin Fee	-	100	100	100
4117 Health Saving Account	-	5,000	5,000	5,000
<b>Total Personnel &amp; Related</b>	<b><u>470,522</u></b>	<b><u>725,100</u></b>	<b><u>646,260</u></b>	<b><u>714,950</u></b>
<b><u>4200 SERVICES</u></b>				
4212 Utilities - Electric	552,405	775,000	627,645	650,000
4213 Utilities - Traffic	617,094	625,500	625,000	645,000
4214 Utilities - Gas	18,106	58,000	30,000	50,000
4215 Utilities - Telephone	152,041	235,768	190,000	210,000
4217 Telephone Alerting System	24,172	25,000	25,000	25,000
4218 Utilities - Cable	2,191	3,900	3,000	3,500
4219 Mobile Technology	34,011	15,000	35,000	35,000
4231 Equipment & Rental	-	1,500	500	1,500
4232 Building Rental	700	4,200	4,200	4,200
4233 Insurance - Liability	109,749	140,000	143,000	157,000
4234 Insurance - Casualty	117,688	145,000	131,000	144,000
4235 Insurance - Fidelity	8,391	8,800	9,800	10,780
4240 Consultant Fees	19,250	52,000	35,000	52,000
4250 Training & Travel	32,107	32,000	32,200	32,400
4251 Subscriptions	52	3,000	100	3,000
4252 Dues & Fees	152,612	180,000	191,492	210,641
4255 Community\Employee Affairs	40,511	40,000	40,500	41,000
4260 Tax Appraisal Services	164,454	175,000	174,534	180,000
4272 Medical Exams	31,605	50,000	45,378	50,000
4290 Contract Labor	10,320	23,000	11,000	23,000
<b>Total Services</b>	<b><u>2,087,460</u></b>	<b><u>2,592,668</u></b>	<b><u>2,354,349</u></b>	<b><u>2,528,021</u></b>

**CITY OF DEER PARK  
2017-2018 ANNUAL BUDGET**

**105 - GENERAL GOVERNMENT**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
<b><u>4300 SUPPLIES</u></b>				
4301 Office Supplies	298	600	400	600
4303 Operational Supplies	27,632	52,000	30,000	52,000
4305 Printing	22,958	29,000	25,000	29,000
4307 Postage	5,819	15,000	8,000	15,000
4308 Small Tools & Minor Equipment	-	2,500	500	2,500
<b>Total Supplies</b>	<b><u>56,707</u></b>	<b><u>99,100</u></b>	<b><u>63,900</u></b>	<b><u>99,100</u></b>
<b><u>4400 REPAIRS &amp; MAINTENANCE</u></b>				
4402 Machinery & Equipment	614	9,200	1,500	9,200
4403 Computer Equipment	-	3,000	-	3,000
4404 Building	5,329	15,000	10,000	15,000
4405 Radio	125,147	245,501	200,000	245,000
4409 Air Conditioner	1,944	8,000	2,500	8,000
4412 Grounds	-	-	-	-
<b>Total Repairs &amp; Maintenance</b>	<b><u>133,034</u></b>	<b><u>280,701</u></b>	<b><u>214,000</u></b>	<b><u>280,200</u></b>
<b><u>4500 OTHER OPERATING EXP.</u></b>				
4510 Contingency	73,936	141,490	140,000	500,000
4511 Salary Contingency	622	-	-	-
4530 Operating Transfers - CIP	<u>2,816,752</u>	<u>721,148</u>	<u>457,033</u>	<u>226,139</u>
<b>Total Other Operating Exp.</b>	<b><u>2,891,310</u></b>	<b><u>862,638</u></b>	<b><u>597,033</u></b>	<b><u>726,139</u></b>
<b><u>4900 CAPITAL OUTLAY</u></b>				
4901 Land and Land Rights	-	-	-	-
<b>Total Capital Outlay</b>	<b><u>-</u></b>	<b><u>-</u></b>	<b><u>-</u></b>	<b><u>-</u></b>
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 5,639,034</u></b>	<b><u>\$ 4,560,207</u></b>	<b><u>\$ 3,875,542</u></b>	<b><u>\$ 4,348,410</u></b>

**CITY OF DEER PARK  
2017-2018 ANNUAL BUDGET**

**EXPENDITURE SUMMARY**

**106 - LEGAL SERVICES**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
Services	\$ 91,931	\$ 152,000	\$ 152,000	\$ 152,000
<b>Total Expenditures</b>	<b>\$ 91,931</b>	<b>\$ 152,000</b>	<b>\$ 152,000</b>	<b>\$ 152,000</b>

**PERSONNEL SCHEDULE**

City Attorney	1	1	1	1
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**PROGRAM DESCRIPTION**

Legal services include the costs for the City Attorney and other legal resources to procure legal services for the City Council and all departments of the City of Deer Park.

**CITY OF DEER PARK  
2017-2018 ANNUAL BUDGET**

**106 - LEGAL SERVICES**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
<b><u>4200 SERVICES</u></b>				
4250 Training & Travel	\$ 1,346	\$ 5,000	\$ 5,000	\$ 5,000
4291 City Attorney - Retainer Fees	30,000	30,000	32,000	30,000
4292 City Attorney - Litigation	24,638	37,000	35,000	37,000
4293 City Attorney - Specialty Svc	7,130	60,000	50,000	50,000
4294 Other Attorney Fees	<u>28,818</u>	<u>20,000</u>	<u>30,000</u>	<u>30,000</u>
<b>Total Services</b>	<b><u>91,931</u></b>	<b><u>152,000</u></b>	<b><u>152,000</u></b>	<b><u>152,000</u></b>
 <b>TOTAL EXPENDITURES</b>	 <b><u>\$ 91,931</u></b>	 <b><u>\$ 152,000</u></b>	 <b><u>\$ 152,000</u></b>	 <b><u>\$ 152,000</u></b>

**CITY OF DEER PARK  
2017-2018 ANNUAL BUDGET**

**EXPENDITURE SUMMARY**

**107 - HUMAN RESOURCES**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
Personnel & Related	\$ 313,163	\$ 317,275	\$ 300,383	\$ 337,968
Services	26,580	20,100	18,164	39,664
Supplies	3,145	5,850	4,286	4,786
Repairs & Maintenance	-	-	-	-
<b>Total Expenditures</b>	<b>\$ 342,888</b>	<b>\$ 343,225</b>	<b>\$ 322,833</b>	<b>\$ 382,418</b>

**PERSONNEL SCHEDULE**

Director of Human Resources	1	1	1	1
HR Generalist	1	1	1	1
HR Specialist	1	1	1	1
Temp - Intern	1	1	1	1

**PROGRAM DESCRIPTION**

The Human Resources (HR) Department is responsible for the operations of the City's personnel function. Primary responsibilities include hiring and maintaining an appropriate work force and maintenance of the associated information resources. HR also maintains position classification and compensation plans in compliance with all applicable State and Federal laws and regulations and is responsible for the design, implementation, and maintenance of the City's employee benefits plan. The department provides for the overall safety program and handles the risk management function, including workers' compensation and property and casualty insurance. The HR Department provides resources for applicants, employees, and retirees of the City.

**CITY OF DEER PARK  
2017-2018 ANNUAL BUDGET**

**107 - HUMAN RESOURCES**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
<b><u>4100 PERSONNEL &amp; RELATED</u></b>				
4101 Salaries - Full Time	\$ 223,431	\$ 224,794	\$ 217,348	\$ 231,300
4102 Salaries - Part Time	-	-	648	-
4103 Salaries - Temporary	3,092	-	1,575	1,575
4104 Salaries - Overtime	-	600	600	600
4106 Social Security/Medicare	16,660	17,366	15,800	18,008
4107 TMRS	32,203	32,657	28,600	34,112
4108 Health & Life Insurance	32,818	36,612	29,600	45,444
4109 Workers Compensation	230	311	181	239
4111 Car Allowance	4,600	4,800	4,600	4,800
4114 Section 125 Admin Fee	130	135	41	45
4117 Health Savings Account	-	-	1,390	1,845
<b>Total Personnel &amp; Related</b>	<b><u>313,163</u></b>	<b><u>317,275</u></b>	<b><u>300,383</u></b>	<b><u>337,968</u></b>
<b><u>4200 SERVICES</u></b>				
4201 Public Notices	295	700	500	500
4240 Consultant Fees	19,494	3,200	2,500	16,500
4250 Training & Travel	1,666	6,500	9,664	17,164
4252 Dues & Fees	976	700	700	700
4255 Community\Employee Affairs	194	2,500	800	800
4279 Software - Other	3,955	4,000	4,000	4,000
4290 Contract Labor	-	2,500	-	-
<b>Total Services</b>	<b><u>26,580</u></b>	<b><u>20,100</u></b>	<b><u>18,164</u></b>	<b><u>39,664</u></b>
<b><u>4300 SUPPLIES</u></b>				
4301 Office Supplies	1,556	1,500	1,200	1,200
4303 Operational Supplies	1,042	1,200	1,736	236
4304 Data Processing Supplies	-	750	-	1,500
4305 Printing	-	600	400	400
4307 Postage	375	500	500	500
4308 Small Tools & Minor Equipment	-	1,000	300	300
4311 Uniforms	-	-	-	500
4348 Books	172	300	150	150
<b>Total Supplies</b>	<b><u>3,145</u></b>	<b><u>5,850</u></b>	<b><u>4,286</u></b>	<b><u>4,786</u></b>
<b><u>4400 REPAIRS &amp; MAINTENANCE</u></b>				
4402 Machinery & Equipment	-	-	-	-

Total Repairs & Maintenance	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
TOTAL EXPENDITURES	<u>\$ 342,888</u>	<u>\$ 343,225</u>	<u>\$ 322,833</u>	<u>\$ 382,418</u>

**CITY OF DEER PARK  
2017-2018 ANNUAL BUDGET**

**EXPENDITURE SUMMARY**

**200 - INFORMATION TECHNOLOGY SERVICES**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
Personnel & Related	\$ 728,861	\$ 750,076	\$ 727,211	\$ 810,853
Services	359,688	406,448	406,413	499,977
Supplies	24,010	22,567	22,400	19,725
Repairs & Maintenance	75,791	100,445	100,400	181,612
Capital Outlay	137,145	203,905	318,337	93,000
<b>Total Expenditures</b>	<b>\$ 1,325,496</b>	<b>\$ 1,483,441</b>	<b>\$ 1,574,761</b>	<b>\$ 1,605,167</b>

**PERSONNEL SCHEDULE**

Director of Information Technology	1	1	1	1
Supervisor - Projects & Applications	1	1	1	1
Supervisor - Technical Services	1	1	1	0
Operations Supervisor	0	0	0	1
Business Analyst I	2	2	2	2
Network Administrator	1	1	1	1
Systems Support Specialist	1	1	1	1
Network Specialist	1	1	1	1

**PROGRAM DESCRIPTION**

The Information Technology (IT) Services Department is responsible for managing and maintaining the City's computer and communication systems, which include over 100 software applications and more than 400 pieces of equipment installed throughout the City's technology network. This encompasses the City's network infrastructure; internet services and security; voice, cellular, data, and radio communications; and building security systems. IT is responsible for hardware and software acquisitions and software implementation, and ensures compliance with associated software licensing requirements. IT performs project management and system analysis and auditing, and also provides system training for end users as needed. IT services also include GIS operations, technical support for the City's website and municipal access channel as well as all hosted services.

**CITY OF DEER PARK  
2017-2018 ANNUAL BUDGET**

**200 - INFORMATION TECHNOLOGY SERVICES**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
<b><u>4100 PERSONNEL &amp; RELATED</u></b>				
4101 Salaries - Full Time	\$ 531,646	\$ 541,831	\$ 533,901	\$ 584,269
4102 Salaries - Part Time	-	-	-	-
4104 Salaries - Overtime	6,608	6,000	7,900	12,500
4106 Social Security/Medicare	39,945	41,609	40,550	44,644
4107 TMRS	76,372	78,272	68,950	85,138
4108 Health & Life Insurance	67,936	77,964	72,325	80,328
4109 Workers Compensation	1,421	1,820	1,050	1,439
4111 Car Allowance	2,400	-	-	-
4114 Section 125 Admin Fee	44	90	45	45
4117 Health Savings Account	2,489	2,490	2,490	2,490
<b>Total Personnel &amp; Related</b>	<b><u>728,861</u></b>	<b><u>750,076</u></b>	<b><u>727,211</u></b>	<b><u>810,853</u></b>
<b><u>4200 SERVICES</u></b>				
4216 Mobile Telephone	3,864	4,500	4,500	4,500
4219 Mobile Technology	1,558	7,068	7,068	7,068
4250 Training & Travel	26,284	27,450	27,450	41,794
4251 Subscriptions	300	200	200	300
4252 Dues & Fees	569	425	425	425
4273 GIS Development	18,884	13,400	13,400	17,700
4275 DPTV Development	1,276	3,400	3,400	3,952
4276 Website Development	32,726	38,745	38,745	35,545
4277 Software - Incode	57,851	51,063	51,063	57,123
4278 Software - Microsoft	56,547	48,700	52,282	65,580
4279 Software - Other	89,726	99,880	99,880	109,607
4282 Software - Infrastructure	65,297	111,617	108,000	151,883
4290 Contract Labor	4,808	-	-	4,500
<b>Total Services</b>	<b><u>359,688</u></b>	<b><u>406,448</u></b>	<b><u>406,413</u></b>	<b><u>499,977</u></b>
<b><u>4300 SUPPLIES</u></b>				
4301 Office Supplies	987	1,000	1,000	1,000
4303 Operational Supplies	1,093	1,000	1,000	2,000
4304 Data Processing Supplies	2,264	4,000	4,000	4,000
4305 Printing	-	150	800	150
4307 Postage	30	200	200	200
4308 Small Tools & Minor Equipment	17,297	13,817	13,000	9,475
4311 Uniforms	2,082	1,500	1,500	2,000
4328 Gasoline	257	700	700	700
4348 Books	-	200	200	200
<b>Total Supplies</b>	<b><u>24,010</u></b>	<b><u>22,567</u></b>	<b><u>22,400</u></b>	<b><u>19,725</u></b>

**CITY OF DEER PARK  
2017-2018 ANNUAL BUDGET**

**200 - INFORMATION TECHNOLOGY SERVICES**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
<b><u>4400 REPAIRS &amp; MAINTENANCE</u></b>				
4401 Vehicles	294	800	800	800
4402 Machinery & Equipment	-	12,645	12,600	76,409
4403 Computer Equipment	53,697	55,500	55,500	68,688
4404 Building	<u>21,800</u>	<u>31,500</u>	<u>31,500</u>	<u>35,715</u>
<b>Total Repairs &amp; Maintenance</b>	<b><u>75,791</u></b>	<b><u>100,445</u></b>	<b><u>100,400</u></b>	<b><u>181,612</u></b>
<b><u>4900 CAPITAL OUTLAY</u></b>				
4903 Improvements Other Than Bldgs.	21,552	-	-	-
4904 Machinery & Equipment	45,673	203,905	318,337	50,000
4906 Automobiles & Light Trucks	-	-	-	43,000
4908 Lease Purchase	<u>69,920</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Total Capital Outlay</b>	<b><u>137,145</u></b>	<b><u>203,905</u></b>	<b><u>318,337</u></b>	<b><u>93,000</u></b>
 <b>TOTAL EXPENDITURES</b>	 <b><u>\$ 1,325,496</u></b>	 <b><u>\$ 1,483,441</u></b>	 <b><u>\$ 1,574,761</u></b>	 <b><u>\$ 1,605,167</u></b>

**CITY OF DEER PARK  
2017-2018 ANNUAL BUDGET**

**EXPENDITURE SUMMARY**

**201 - FINANCE**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
Personnel & Related	\$ 541,827	\$ 556,661	\$ 553,279	\$ 580,720
Services	60,841	91,400	77,200	91,400
Supplies	12,663	14,700	12,500	14,900
Repairs & Maintenance	87	400	200	200
<b>Total Expenditures</b>	<b>\$ 615,418</b>	<b>\$ 663,161</b>	<b>\$ 643,179</b>	<b>\$ 687,220</b>

**PERSONNEL SCHEDULE**

Director of Finance	1	1	1	1
Accounting Supervisor	1	1	1	1
Accountant	1	1	1	1
(Accounts Payable) Clerk	1	1	1	1
Payroll & Budgeting Supervisor	1	0	0	0
Purchasing & Budget Coordinator	0	1	1	1
Payroll Coordinator	1	0	0	0
Payroll & Accounting Specialist	0	1	1	1

**PROGRAM DESCRIPTION**

The Finance Department provides administrative support to the City and is responsible for the following functions: accounting, payroll, cash and investment management, financial analysis and reporting, debt administration, accounts payable, and purchasing.

**CITY OF DEER PARK  
2017-2018 ANNUAL BUDGET**

**201 - FINANCE**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
<b><u>4100 PERSONNEL &amp; RELATED</u></b>				
4101 Salaries - Full Time	\$ 417,152	\$ 419,310	\$ 420,144	\$ 437,108
4104 Salaries - Overtime	52	1,000	1,000	1,000
4106 Social Security/Medicare	31,016	31,874	30,950	33,206
4107 TMRS	58,936	59,975	58,900	63,330
4108 Health & Life Insurance	34,068	43,752	41,820	45,504
4109 Workers Compensation	439	570	330	437
4114 Section 125 Admin Fee	163	180	135	135
4117 Health Savings Account	-	-	-	-
<b>Total Personnel &amp; Related</b>	<b><u>541,827</u></b>	<b><u>556,661</u></b>	<b><u>553,279</u></b>	<b><u>580,720</u></b>
<b><u>4200 SERVICES</u></b>				
4216 Mobile Telephone	648	900	700	900
4239 Audit Fees	26,808	35,000	27,000	35,000
4240 Consultant Fee	27,798	43,000	40,000	43,000
4250 Training & Travel	1,208	7,500	4,500	7,500
4251 Subscriptions	-	-	-	-
4252 Dues & Fees	4,379	5,000	5,000	5,000
4290 Contract Labor	-	-	-	-
<b>Total Services</b>	<b><u>60,841</u></b>	<b><u>91,400</u></b>	<b><u>77,200</u></b>	<b><u>91,400</u></b>
<b><u>4300 SUPPLIES</u></b>				
4301 Office Supplies	2,522	2,600	2,600	2,700
4303 Operational Supplies	153	200	200	200
4304 Data Processing Supplies	-	200	200	200
4305 Printing	3,536	5,000	4,000	5,000
4307 Postage	4,129	4,000	4,000	4,100
4308 Small Tools & Minor Equipment	1,908	2,000	1,000	2,000
4311 Uniforms	415	600	500	600
4348 Books	-	100	-	100
<b>Total Supplies</b>	<b><u>12,663</u></b>	<b><u>14,700</u></b>	<b><u>12,500</u></b>	<b><u>14,900</u></b>

**CITY OF DEER PARK  
2017-2018 ANNUAL BUDGET**

**201 - FINANCE**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
<b><u>4400 REPAIRS &amp; MAINTENANCE</u></b>				
4401 Vehicles	-	-	-	-
4402 Machinery & Equipment	-	200	-	-
4403 Computer Equipment	<u>87</u>	<u>200</u>	<u>200</u>	<u>200</u>
<b>Total Repairs &amp; Maintenance</b>	<u><b>87</b></u>	<u><b>400</b></u>	<u><b>200</b></u>	<u><b>200</b></u>
 <b>TOTAL EXPENDITURES</b>	 <u><b>\$ 615,418</b></u>	 <u><b>\$ 663,161</b></u>	 <u><b>\$ 643,179</b></u>	 <u><b>\$ 687,220</b></u>

**CITY OF DEER PARK  
2017-2018 ANNUAL BUDGET**

**EXPENDITURE SUMMARY**

**202 - CITY SECRETARY**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
Personnel & Related	\$ 365,431	\$ 366,105	\$ 316,058	\$ 329,798
Services	23,396	32,830	25,090	30,110
Supplies	16,897	42,700	16,854	31,800
Repairs & Maintenance	11,206	12,065	8,500	10,935
<b>Total Expenditures</b>	<b>\$ 416,930</b>	<b>\$ 453,700</b>	<b>\$ 366,502</b>	<b>\$ 402,643</b>

**PERSONNEL SCHEDULE**

City Secretary	1	1	1	1
Deputy City Secretary	1	1	1	1
Records Technician II	1	1	1	0
Records Technician	0	0	0	1
Clerk	1	1	1	1
Receptionist - Part-time	2	2	2	2

**PROGRAM DESCRIPTION**

The City Secretary is responsible for the maintenance of official City documents and records in accordance with the City's records management program. Additionally, the City Secretary's office ensures compliance with the Open Meetings Act, Public Information Act, and Texas Election Code. Other duties include recording and maintaining the minutes of all public meetings and public hearings of the City Council and the Planning & Zoning Commission, conducting all City related elections, responding to public information requests, and maintaining the City's Code of Ordinances.

**CITY OF DEER PARK  
2017-2018 ANNUAL BUDGET**

**202 - CITY SECRETARY**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
<b><u>4100 PERSONNEL &amp; RELATED</u></b>				
4101 Salaries - Full Time	\$ 250,000	\$ 244,319	\$ 209,755	\$ 215,177
4102 Salaries - Part Time	23,287	25,600	22,200	25,600
4106 Social Security/Medicare	20,026	20,729	17,400	18,239
4107 TMRS	35,945	35,301	30,900	31,052
4108 Health & Life Insurance	30,289	33,648	32,100	38,148
4109 Workers Compensation	272	373	213	247
4111 Car Allowance	4,600	4,800	2,200	-
4114 Section 125 Admin Fee	78	90	45	90
4117 Health Savings Account	933	1,245	1,245	1,245
<b>Total Personnel &amp; Related</b>	<b><u>365,431</u></b>	<b><u>366,105</u></b>	<b><u>316,058</u></b>	<b><u>329,798</u></b>
<b><u>4200 SERVICES</u></b>				
4201 Public Notices	7,597	10,800	9,376	9,000
4219 Mobile Technology	74	-	-	-
4231 Equipment Rental	1,451	1,700	1,664	1,700
4250 Training & Travel	6,114	12,490	6,555	12,000
4252 Dues & Fees	565	600	495	270
4279 Software - Other	4,140	4,140	4,140	4,140
4290 Contract Labor	3,455	3,100	2,860	3,000
<b>Total Services</b>	<b><u>23,396</u></b>	<b><u>32,830</u></b>	<b><u>25,090</u></b>	<b><u>30,110</u></b>
<b><u>4300 SUPPLIES</u></b>				
4301 Office Supplies	173	1,000	940	1,000
4303 Operational Supplies	3,745	5,900	4,000	6,900
4304 Data Processing Supplies	518	1,000	600	-
4305 Printing	3,680	3,500	2,080	4,120
4307 Postage	364	10,300	4,490	500
4308 Small Tools & Minor Equipment	-	100	-	100
4311 Uniforms	153	300	269	300
4346 Election Supplies	7,067	16,400	3,100	15,320
4347 Election Judges & Clerks	805	3,800	1,000	3,160
4348 Books	392	400	375	400
<b>Total Supplies</b>	<b><u>16,897</u></b>	<b><u>42,700</u></b>	<b><u>16,854</u></b>	<b><u>31,800</u></b>

**CITY OF DEER PARK  
2017-2018 ANNUAL BUDGET**

**202 - CITY SECRETARY**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
<b><u>4400 REPAIRS &amp; MAINTENANCE</u></b>				
4402 Machinery & Equipment	10,591	11,065	8,500	9,085
4403 Computer Equipment	<u>615</u>	<u>1,000</u>	<u>-</u>	<u>1,850</u>
<b>Total Repairs &amp; Maintenance</b>	<b><u>11,206</u></b>	<b><u>12,065</u></b>	<b><u>8,500</u></b>	<b><u>10,935</u></b>
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 416,930</u></b>	<b><u>\$ 453,700</u></b>	<b><u>\$ 366,502</u></b>	<b><u>\$ 402,643</u></b>

**CITY OF DEER PARK  
2017-2018 ANNUAL BUDGET**

**EXPENDITURE SUMMARY**

**300 - POLICE DEPARTMENT**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
Personnel & Related	\$ 8,178,883	\$ 8,790,408	\$ 8,268,391	\$ 9,200,098
Services	156,766	233,902	190,285	227,161
Supplies	226,167	275,729	254,947	273,949
Repairs & Maintenance	112,814	146,721	130,702	131,243
Capital Outlay	27,037	-	-	-
<b>Total Expenditures</b>	<b>\$ 8,701,667</b>	<b>\$ 9,446,760</b>	<b>\$ 8,844,325</b>	<b>\$ 9,832,451</b>

**PERSONNEL SCHEDULE**

Police Chief	1	1	1	1
Assistant Police Chief	1	1	1	1
Captain	1	1	1	1
Lieutenants	4	4	4	4
Sergeants	8	8	8	8
Patrol Officers	30	30	30	30
Investigators	6	6	6	6
Traffic Officers	2	2	2	2
K-9 Officer	1	1	1	1
School Resource Officers	2	4	4	4
Identification Officer	1	1	1	1
Warrant Officer	1	1	1	1
Alarm Coordinator	1	0	0	0
Career Services Officer	1	1	1	1
Dispatcher Supervisor	1	1	1	1
Dispatcher	10	10	10	10
Community Liaison	1	1	1	1
Administrative Assistant	1	1	1	1
Finance Coordinator	1	1	1	0
Finance and Payroll Coordinator	0	0	0	1
Clerk	1	1	1	1
Criminal Intelligence Analyst	1	1	1	1
Records Supervisor	1	1	1	1
Records Technician	2	2	2	2
Property / Evidence Custodian - PSA	1	1	1	1
Public Safety Attendants	6	6	6	6
House Check - Temporary	1	1	1	1

**PROGRAM DESCRIPTION**

The Police Department is comprised of two units for budgetary purposes: the Administrative Bureau and the Neighborhood Services Bureau. The Administrative Bureau is responsible for administration, recruiting, training, communications, accreditation, records, and fiscal services. The Neighborhood Services Bureau is responsible for patrol, traffic, school crossing guards, investigations, accreditation, holding facility, fleet, crime analysis and community relations. Note: the 18 part-time crossing guards are paid out of a Special Revenue Fund (Fund 19) and the Crime Prevention Officer, Pro-Act Sergeant and three dispatchers are paid out of the Crime Control and Prevention District (CCPD).

**CITY OF DEER PARK  
2017-2018 ANNUAL BUDGET**

**300 - POLICE DEPARTMENT**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
<b><u>4100 PERSONNEL &amp; RELATED</u></b>				
4101 Salaries - Full Time	\$ 5,546,064	\$ 5,932,042	\$ 5,496,684	\$ 6,246,092
4103 Salaries - Temporary	665	1,000	665	1,000
4104 Salaries - Overtime	507,311	428,331	617,137	428,331
4106 Social Security/Medicare	439,824	481,869	450,800	488,380
4107 TMRS	850,810	904,852	786,250	931,018
4108 Health & Life Insurance	782,987	968,868	866,500	1,042,704
4109 Workers Compensation	45,731	67,926	38,885	50,588
4114 Section 125 Admin Fee	1,828	2,385	1,800	2,025
4117 Health Savings Account	3,663	3,135	9,670	9,960
<b>Total Personnel &amp; Related</b>	<b><u>8,178,883</u></b>	<b><u>8,790,408</u></b>	<b><u>8,268,391</u></b>	<b><u>9,200,098</u></b>
<b><u>4200 SERVICES</u></b>				
4216 Mobile Telephones	17,074	21,792	18,896	21,066
4219 Mobile Technology	-	15,960	14,355	15,000
4231 Equipment Rental	12,437	13,361	12,480	13,361
4235 Insurance - Fidelity	446	426	293	426
4244 Advertising	465	1,500	724	1,500
4250 Training & Travel	53,254	86,226	57,826	79,100
4252 Dues & Fees	8,576	12,473	12,427	13,576
4255 Community/Employee Awards	4,365	3,683	2,220	4,183
4272 Medical Exams	(2,276)	4,600	4,600	4,600
4279 Software - Other	19,377	20,486	19,843	20,954
4290 Contract Labor	43,049	53,395	46,621	53,395
<b>Total Services</b>	<b><u>156,766</u></b>	<b><u>233,902</u></b>	<b><u>190,285</u></b>	<b><u>227,161</u></b>
<b><u>4300 SUPPLIES</u></b>				
4301 Office Supplies	5,995	9,000	7,017	9,000
4302 Cleaning Supplies	10	170	150	170
4303 Operational Supplies	58,348	53,383	52,748	67,309
4304 Data Processing Supplies	2,412	2,000	2,192	2,000
4305 Printing	2,132	4,002	2,961	4,002
4307 Postage	3,426	3,000	2,891	3,000
4308 Small Tools & Minor Equipment	14,677	23,002	21,961	8,996
4310 Uniform Rental	6,001	7,424	4,384	7,424
4311 Uniforms	32,844	39,655	37,226	39,655
4314 Protective Clothing	8,921	11,912	11,903	10,212
4328 Gasoline	90,652	120,000	109,971	120,000
4329 Diesel	474	1,200	600	1,200
4348 Books	275	981	943	981
<b>Total Supplies</b>	<b><u>226,167</u></b>	<b><u>275,729</u></b>	<b><u>254,947</u></b>	<b><u>273,949</u></b>

**CITY OF DEER PARK  
2017-2018 ANNUAL BUDGET**

**300 - POLICE DEPARTMENT**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
<b><u>4400 REPAIRS &amp; MAINTENANCE</u></b>				
4401 Vehicles	54,742	55,917	48,915	55,917
4402 Machinery & Equipment	34,910	30,780	23,232	35,331
4403 Computer Equipment	414	3,008	2,922	3,008
4404 Buildings	17,485	47,116	47,101	25,592
4405 Radios	3,765	1,900	1,090	3,395
4409 Air Conditioners	1,497	8,000	7,442	8,000
4440 Alarm System Maintenance	-	-	-	-
<b>Total Repairs &amp; Maintenance</b>	<b><u>112,814</u></b>	<b><u>146,721</u></b>	<b><u>130,702</u></b>	<b><u>131,243</u></b>
<b><u>4900 CAPITAL OUTLAY</u></b>				
4903 Improvements Other than Bldgs	-	-	-	-
4904 Machinery & Equipment	27,037	-	-	-
4915 Software	-	-	-	-
<b>Total Capital Outlay</b>	<b><u>27,037</u></b>	<b><u>-</u></b>	<b><u>-</u></b>	<b><u>-</u></b>
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 8,701,667</u></b>	<b><u>\$ 9,446,760</u></b>	<b><u>\$ 8,844,325</u></b>	<b><u>\$ 9,832,451</u></b>

**CITY OF DEER PARK  
2017-2018 ANNUAL BUDGET**

**EXPENDITURE SUMMARY**

**303 - EMERGENCY MANAGEMENT**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
Personnel & Related	\$ 372,660	\$ 359,384	\$ 355,428	\$ 379,785
Services	12,812	24,485	20,635	25,050
Supplies	7,873	14,090	11,575	42,425
Repairs & Maintenance	1,955	13,300	6,999	8,400
Other Operating Expenditures	5,000	5,000	5,000	5,000
Capital Outlay	47,738	30,000	57,434	-
<b>Total Expenditures</b>	<b>\$ 448,038</b>	<b>\$ 446,259</b>	<b>\$ 457,071</b>	<b>\$ 460,660</b>

**PERSONNEL SCHEDULE**

Emergency Services Director	1	1	1	1
Station Attendant	2	2	2	2
Office Manager	0	1	1	1
Secretary	1	0	0	0

**PROGRAM DESCRIPTION**

The Emergency Management Department is responsible for protecting the lives and property of citizens in the event of a natural or man-made disaster. The department maintains and updates the City's Emergency Plan, which provides guidelines and resources for all contingencies to which the City may be subjected. This department is also responsible for ensuring that a coordinated and effective emergency response system is developed and maintained, including the EOC, equipment, and resources necessary to provide emergency services in the event of a disaster.

**CITY OF DEER PARK  
2017-2018 ANNUAL BUDGET**

**303 - EMERGENCY MANAGEMENT**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
<b><u>4100 PERSONNEL &amp; RELATED</u></b>				
4101 Salaries - Full Time	\$ 270,503	\$ 249,966	\$ 256,617	\$ 269,770
4104 Overtime	934	-	70	-
4106 Social Security/Medicare	19,246	18,898	18,950	20,393
4107 TMRS	38,342	35,562	33,260	38,891
4108 Health & Life Insurance	40,072	51,288	43,030	46,908
4109 Workers Compensation	1,421	1,690	966	1,288
4114 Section 125 Admin Fee	52	90	45	45
4117 Health Savings Account	2,089	1,890	2,490	2,490
<b>Total Personnel &amp; Related</b>	<b><u>372,660</u></b>	<b><u>359,384</u></b>	<b><u>355,428</u></b>	<b><u>379,785</u></b>
<b><u>4200 SERVICES</u></b>				
4201 Public Notices	-	-	-	-
4216 Mobile Telephones	2,061	2,500	2,725	2,800
4219 Mobile Technology	333	1,000	1,110	1,200
4231 Equipment Rental	3,746	4,935	4,800	5,500
4250 Training & Travel	3,390	10,350	9,700	10,350
4251 Subscriptions	1,500	5,000	2,000	4,500
4252 Dues & Fees	32	700	-	700
4276 Website Development	-	-	300	-
4279 Software - Other	1,750	-	-	-
<b>Total Services</b>	<b><u>12,812</u></b>	<b><u>24,485</u></b>	<b><u>20,635</u></b>	<b><u>25,050</u></b>
<b><u>4300 SUPPLIES</u></b>				
4301 Office Supplies	5	-	-	-
4303 Operational Supplies	621	500	425	1,075
4307 Postage	13	90	10	50
4308 Small Tools & Minor Equipment	4,742	8,600	7,000	36,000
4311 Uniforms	785	1,500	1,450	2,500
4314 Protective Clothing	-	900	240	300
4328 Gasoline	1,707	2,500	2,450	2,500
<b>Total Supplies</b>	<b><u>7,873</u></b>	<b><u>14,090</u></b>	<b><u>11,575</u></b>	<b><u>42,425</u></b>

**CITY OF DEER PARK  
2017-2018 ANNUAL BUDGET**

**303 - EMERGENCY MANAGEMENT**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
<b><u>4400 REPAIRS &amp; MAINTENANCE</u></b>				
4401 Vehicles	1,535	2,500	2,500	2,500
4402 Machinery & Equipment	-	200	-	200
4404 Buildings	-	1,000	500	1,000
4405 Radios	-	600	-	600
4430 Furniture & Fixtures	420	4,000	3,999	4,100
4440 Alarm System	-	5,000	-	-
<b>Total Repairs &amp; Maintenance</b>	<b><u>1,955</u></b>	<b><u>13,300</u></b>	<b><u>6,999</u></b>	<b><u>8,400</u></b>
<b><u>4500 OTHER OPERATING EXP.</u></b>				
4530 Operating Transfers - LEPC	<u>5,000</u>	<u>5,000</u>	<u>5,000</u>	<u>5,000</u>
<b>Total Other Operating Expenditures</b>	<b><u>5,000</u></b>	<b><u>5,000</u></b>	<b><u>5,000</u></b>	<b><u>5,000</u></b>
<b><u>4900 CAPITAL OUTLAY</u></b>				
4904 Machinery & Equipment	-	-	32,634	-
4906 Automobiles & Light Trucks	<u>47,738</u>	<u>30,000</u>	<u>24,800</u>	<u>-</u>
<b>Total Capital Outlay</b>	<b><u>47,738</u></b>	<b><u>30,000</u></b>	<b><u>57,434</u></b>	<b><u>-</u></b>
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 448,038</u></b>	<b><u>\$ 446,259</u></b>	<b><u>\$ 457,071</u></b>	<b><u>\$ 460,660</u></b>

**CITY OF DEER PARK  
2017-2018 ANNUAL BUDGET**

**EXPENDITURE SUMMARY**

**304 - FIRE DEPARTMENT**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
Personnel & Related	\$ 126,242	\$ 144,758	\$ 144,758	\$ 144,758
Services	150,014	174,350	172,800	185,350
Supplies	81,798	137,920	122,490	139,000
Repairs & Maintenance	53,628	97,500	94,200	97,500
Capital Outlay	<u>244,530</u>	<u>133,184</u>	<u>132,184</u>	<u>93,000</u>
<b>Total Expenditures</b>	<b><u>\$ 656,212</u></b>	<b><u>\$ 687,712</u></b>	<b><u>\$ 666,432</u></b>	<b><u>\$ 659,608</u></b>

**PROGRAM DESCRIPTION**

The Fire Department is staffed by volunteers and is responsible for the protection of life and property against fire and other disasters. The City currently has two fire stations. The department maintains equipment and ensures training of the volunteer force and provides fire suppression and emergency medical services.

**CITY OF DEER PARK  
2017-2018 ANNUAL BUDGET**

**304 - FIRE DEPARTMENT**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
<b><u>4100 PERSONNEL &amp; RELATED</u></b>				
4112 City Contribution to VFD	\$ 14,300	\$ 15,600	\$ 15,600	\$ 15,600
4113 City Contribution to VFD Retire.	104,876	122,000	122,000	122,000
4115 Accident & Sickness Policy	7,066	7,158	7,158	7,158
<b>Total Personnel &amp; Related</b>	<b><u>126,242</u></b>	<b><u>144,758</u></b>	<b><u>144,758</u></b>	<b><u>144,758</u></b>
<b><u>4200 SERVICES</u></b>				
4216 Mobile Telephone	1,431	3,750	1,500	1,500
4239 Audit Fees	-	1,400	-	-
4250 Training & Travel	45,603	55,900	55,000	56,000
4251 Subscriptions	495	2,000	100	12,000
4252 Dues & Fees	4,132	5,100	4,800	5,100
4255 Community\Employee Affairs	21,837	27,000	27,500	30,150
4256 Santa Around Town	7,000	8,000	7,900	8,000
4290 Contract Labor	69,517	71,200	76,000	72,600
<b>Total Services</b>	<b><u>150,014</u></b>	<b><u>174,350</u></b>	<b><u>172,800</u></b>	<b><u>185,350</u></b>
<b><u>4300 SUPPLIES</u></b>				
4301 Office Supplies	965	3,500	3,000	3,000
4303 Operational Supplies	12,363	9,000	8,900	10,250
4304 Data Processing Supplies	232	2,000	750	1,000
4305 Printing	175	500	590	1,000
4307 Postage	284	1,000	750	750
4308 Small Tools & Minor Equipment	13,662	27,420	25,000	32,500
4311 Uniforms	16,476	21,000	27,000	27,000
4314 Protective Clothing	5,446	18,500	18,000	18,500
4328 Gasoline	18,481	30,000	21,500	25,000
4329 Diesel	12,436	25,000	17,000	20,000
4348 Books	1,277	-	-	-
<b>Total Supplies</b>	<b><u>81,798</u></b>	<b><u>137,920</u></b>	<b><u>122,490</u></b>	<b><u>139,000</u></b>

**CITY OF DEER PARK  
2017-2018 ANNUAL BUDGET**

**304 - FIRE DEPARTMENT**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
<b><u>4400 REPAIRS &amp; MAINTENANCE</u></b>				
4401 Vehicles	33,251	34,000	35,000	34,000
4402 Machinery & Equipment	2,075	18,500	15,000	18,500
4404 Buildings	6,008	14,000	13,500	14,000
4405 Radios	8,917	17,000	17,000	17,000
4409 Air Conditioners	1,015	5,000	4,700	5,000
4413 Drill Field	<u>2,362</u>	<u>9,000</u>	<u>9,000</u>	<u>9,000</u>
<b>Total Repairs &amp; Maintenance</b>	<b><u>53,628</u></b>	<b><u>97,500</u></b>	<b><u>94,200</u></b>	<b><u>97,500</u></b>
<b><u>4900 CAPITAL OUTLAY</u></b>				
4903 Improvements Other than Bldgs	-	-	-	26,000
4904 Machinery & Equipment	131,346	20,000	19,000	-
4908 Lease Purchase	<u>113,184</u>	<u>113,184</u>	<u>113,184</u>	<u>67,000</u>
<b>Total Capital Outlay</b>	<b><u>244,530</u></b>	<b><u>133,184</u></b>	<b><u>132,184</u></b>	<b><u>93,000</u></b>
 <b>TOTAL EXPENDITURES</b>	 <b><u>\$ 656,212</u></b>	 <b><u>\$ 687,712</u></b>	 <b><u>\$ 666,432</u></b>	 <b><u>\$ 659,608</u></b>

**CITY OF DEER PARK  
2017-2018 ANNUAL BUDGET**

**EXPENDITURE SUMMARY**

**305 - EMERGENCY MEDICAL SERVICES**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
Personnel & Related	\$ 797,894	\$ 1,003,514	\$ 929,131	\$ 1,093,576
Services	88,392	88,395	105,760	144,600
Supplies	74,300	74,280	76,650	92,810
Repairs & Maintenance	<u>4,586</u>	<u>10,235</u>	<u>9,800</u>	<u>10,000</u>
<b>Total Expenditures</b>	<b><u>\$ 965,172</u></b>	<b><u>\$ 1,176,424</u></b>	<b><u>\$ 1,121,341</u></b>	<b><u>\$ 1,340,986</u></b>

**PERSONNEL SCHEDULE**

EMS Clerk	1	1	1	1
Paramedic	8	10	10	11
Paramedic - Part Time	0	0	0	4

**PROGRAM DESCRIPTION**

The EMS Department is responsible for providing emergency medical treatment and ambulance transportation as needed. The four ambulances and two rescue vehicles are operated by the staff of paramedics along with members of the DPVFD. Note: one ambulance is staffed by two full-time paramedics 24/7.

**CITY OF DEER PARK  
2017-2018 ANNUAL BUDGET**

**305 - EMERGENCY MEDICAL SERVICES**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
<b><u>4100 PERSONNEL &amp; RELATED</u></b>				
4101 Salaries - Full Time	\$ 468,245	\$ 672,413	\$ 507,766	\$ 684,342
4102 Salaries - Part Time	-	-	23,900	20,000
4104 Salaries - Overtime	114,924	101,650	150,800	101,650
4106 Social Security/Medicare	42,803	44,785	51,740	54,764
4107 TMRS	82,368	83,859	84,100	101,470
4108 Health & Life Insurance	80,732	89,268	104,725	122,172
4109 Workers Compensation	6,542	8,914	5,107	8,308
4114 Section 125 Admin Fee	100	135	141	225
4117 Health Savings Account	2,181	2,490	852	645
<b>Total Personnel &amp; Related</b>	<b><u>797,894</u></b>	<b><u>1,003,514</u></b>	<b><u>929,131</u></b>	<b><u>1,093,576</u></b>
<b><u>4200 SERVICES</u></b>				
4250 Training & Travel	24,174	25,585	25,000	30,000
4252 Dues & Fees	400	50	-	50
4253 Disposal Fee	3,186	4,000	3,200	3,000
4255 Community/Employee Affairs	249	560	560	950
4279 Software - Other	-	600	-	-
4290 Contract Labor	60,383	57,600	77,000	110,600
<b>Total Services</b>	<b><u>88,392</u></b>	<b><u>88,395</u></b>	<b><u>105,760</u></b>	<b><u>144,600</u></b>
<b><u>4300 SUPPLIES</u></b>				
4301 Office Supplies	427	-	-	-
4303 Operational Supplies	64,930	66,930	69,000	70,200
4304 Data Processing Supplies	412	-	-	-
4305 Printing	404	500	250	250
4307 Postage	1,930	1,800	300	250
4308 Small Tools & Minor Equipment	3,310	2,550	2,200	8,110
4311 Uniforms	2,887	2,500	4,900	14,000
<b>Total Supplies</b>	<b><u>74,300</u></b>	<b><u>74,280</u></b>	<b><u>76,650</u></b>	<b><u>92,810</u></b>

**CITY OF DEER PARK  
2017-2018 ANNUAL BUDGET**

**305 - EMERGENCY MEDICAL SERVICES**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
<b><u>4400 REPAIRS &amp; MAINTENANCE</u></b>				
4401 Vehicles	4,564	8,000	7,800	8,000
4402 Machinery & Equipment	22	2,035	2,000	2,000
4403 Computer Equipment	-	200	-	-
<b>Total Repairs &amp; Maintenance</b>	<b><u>4,586</u></b>	<b><u>10,235</u></b>	<b><u>9,800</u></b>	<b><u>10,000</u></b>
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 965,172</u></b>	<b><u>\$ 1,176,424</u></b>	<b><u>\$ 1,121,341</u></b>	<b><u>\$ 1,340,986</u></b>

**CITY OF DEER PARK  
2017-2018 ANNUAL BUDGET**

**EXPENDITURE SUMMARY**

**307 - FIRE MARSHAL**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
Personnel & Related	\$ 102,332	\$ 117,728	\$ 113,360	\$ 123,713
Services	55,621	26,870	25,450	27,300
Supplies	4,173	6,670	5,597	6,440
Repairs & Maintenance	<u>604</u>	<u>400</u>	<u>180</u>	<u>200</u>
<b>Total Expenditures</b>	<b><u>\$ 162,730</u></b>	<b><u>\$ 151,668</u></b>	<b><u>\$ 144,587</u></b>	<b><u>\$ 157,653</u></b>

**PERSONNEL SCHEDULE**

Fire Marshal	1	1	1	1
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**PROGRAM DESCRIPTION**

The Fire Marshal's Office is responsible for proactive enforcement of the City's Fire Code as part of the efforts to protect against the loss of life and property. The Fire Marshal ensures that existing commercial buildings remain fire safe by educating the business owners and the community at-large in fire safety procedures and practices and by providing technical expertise to the City's building inspectors. The Fire Marshal conducts fire investigations and designs fire safety education programs.

**CITY OF DEER PARK  
2017-2018 ANNUAL BUDGET**

**307 - FIRE MARSHAL**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
<b><u>4100 PERSONNEL &amp; RELATED</u></b>				
4101 Salaries - Full Time	\$ 70,970	\$ 81,742	\$ 80,089	\$ 85,990
4106 Social Security/Medicare	4,844	6,189	5,800	6,508
4107 TMRS	10,017	11,645	10,300	12,412
4108 Health & Life Insurance	16,309	17,856	17,000	18,564
4109 Workers Compensation	146	251	148	194
4114 Section 125 Admin Fee	44	45	23	45
4117 Health Savings Account	-	-	-	-
<b>Total Personnel &amp; Related</b>	<b><u>102,332</u></b>	<b><u>117,728</u></b>	<b><u>113,360</u></b>	<b><u>123,713</u></b>
<b><u>4200 SERVICES</u></b>				
4216 Mobile Telephone	1,687	2,500	2,500	2,500
4219 Mobile Technology	1,047	-	-	-
4250 Training & Travel	15,140	13,570	14,000	13,600
4251 Subscriptions	156	-	-	-
4252 Dues & Fees	2,365	3,800	2,000	3,800
4255 Community/Employee Affairs	6,636	4,800	4,950	5,200
4279 Software - Other	590	2,200	2,000	2,200
4290 Contract Labor	28,000	-	-	-
<b>Total Services</b>	<b><u>55,621</u></b>	<b><u>26,870</u></b>	<b><u>25,450</u></b>	<b><u>27,300</u></b>
<b><u>4300 SUPPLIES</u></b>				
4301 Office Supplies	34	-	-	-
4303 Operational Supplies	1,302	2,600	2,100	2,600
4305 Printing	243	250	240	250
4307 Postage	170	-	7	-
4308 Small Tools & Minor Equipment	1,135	-	-	-
4311 Uniforms	924	2,800	2,700	2,800
4314 Protective Clothing	-	270	-	200
4328 Gasoline	245	300	350	350
4348 Books	120	450	200	240
<b>Total Supplies</b>	<b><u>4,173</u></b>	<b><u>6,670</u></b>	<b><u>5,597</u></b>	<b><u>6,440</u></b>

**CITY OF DEER PARK  
2017-2018 ANNUAL BUDGET**

**307 - FIRE MARSHAL**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
<b><u>4400 REPAIRS &amp; MAINTENANCE</u></b>				
4401 Vehicles	604	-	80	-
4402 Machinery & Equipment	-	200	100	200
4403 Computer Equipment	-	200	-	-
<b>Total Repairs &amp; Maintenance</b>	<b><u>604</u></b>	<b><u>400</u></b>	<b><u>180</u></b>	<b><u>200</u></b>
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 162,730</u></b>	<b><u>\$ 151,668</u></b>	<b><u>\$ 144,587</u></b>	<b><u>\$ 157,653</u></b>

**CITY OF DEER PARK  
2017-2018 ANNUAL BUDGET**

**EXPENDITURE SUMMARY**

**314 - WAREHOUSE**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
Personnel & Related	\$ 74,704	\$ 74,105	\$ 73,338	\$ 75,704
Services	14	250	15	250
Supplies	5,311	1,300	1,000	1,300
Repairs & Maintenance	-	700	450	700
Capital Outlay	-	-	-	-
<b>Total Expenditures</b>	<b><u>\$ 80,030</u></b>	<b><u>\$ 76,355</u></b>	<b><u>\$ 74,803</u></b>	<b><u>\$ 77,954</u></b>

**PERSONNEL SCHEDULE**

Warehouse Attendant	1	1	1	1
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**PROGRAM DESCRIPTION**

The Warehouse Attendant is responsible for stocking and maintaining an inventory of the most frequently used items within the City and also stores and maintains surplus items sold at the annual City auction.

**CITY OF DEER PARK  
2017-2018 ANNUAL BUDGET**

**314 - WAREHOUSE**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
<b><u>4100 PERSONNEL &amp; RELATED</u></b>				
4101 Salaries - Full Time	\$ 55,229	\$ 54,194	\$ 52,373	\$ 55,376
4106 Social Security/Medicare	4,094	4,104	6,022	4,189
4107 TMRS	7,801	7,722	7,578	7,989
4108 Health & Life Insurance	6,616	7,140	6,812	7,428
4109 Workers Compensation	920	900	508	677
4114 Section 125 Admin Fee	44	45	45	45
4117 Health Savings Account	-	-	-	-
<b>Total Personnel &amp; Related</b>	<b><u>74,704</u></b>	<b><u>74,105</u></b>	<b><u>73,338</u></b>	<b><u>75,704</u></b>
<b><u>4200 SERVICES</u></b>				
4250 Training & Travel	-	25	-	25
4252 Dues & Fees	14	25	15	25
4279 Software - Other	-	200	-	200
<b>Total Services</b>	<b><u>14</u></b>	<b><u>250</u></b>	<b><u>15</u></b>	<b><u>250</u></b>
<b><u>4300 SUPPLIES</u></b>				
4301 Office Supplies	241	200	-	200
4303 Operational Supplies	-	50	-	50
4304 Data Processing Supplies	85	100	100	100
4308 Small Tools & Minor Equipment	4,732	500	500	500
4311 Uniforms	180	250	250	250
4328 Gasoline	74	200	150	200
<b>Total Supplies</b>	<b><u>5,311</u></b>	<b><u>1,300</u></b>	<b><u>1,000</u></b>	<b><u>1,300</u></b>
<b><u>4400 REPAIRS &amp; MAINTENANCE</u></b>				
4401 Vehicles	-	200	150	200
4402 Machinery & Equipment	-	100	100	100
4403 Computer Equipment	-	200	-	200
4404 Buildings	-	-	-	-
4409 Air Conditioners	-	200	200	200
<b>Total Repairs &amp; Maintenance</b>	<b><u>-</u></b>	<b><u>700</u></b>	<b><u>450</u></b>	<b><u>700</u></b>
<b><u>4900 CAPITAL OUTLAY</u></b>				
4903 Improvements Other Than Bldgs.	-	-	-	-
<b>Total Capital Outlay</b>	<b><u>-</u></b>	<b><u>-</u></b>	<b><u>-</u></b>	<b><u>-</u></b>
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 80,030</u></b>	<b><u>\$ 76,355</u></b>	<b><u>\$ 74,803</u></b>	<b><u>\$ 77,954</u></b>

**CITY OF DEER PARK  
2017-2018 ANNUAL BUDGET**

**EXPENDITURE SUMMARY**

**401 - PLANNING AND DEVELOPMENT**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
Personnel & Related	\$ 1,516,536	\$ 1,612,665	\$ 1,493,095	\$ 1,591,868
Services	227,661	132,004	145,754	223,102
Supplies	50,920	74,450	61,900	70,604
Repairs & Maintenance	49,620	49,260	42,010	38,220
Capital Outlay	51,822	91,000	88,188	16,000
<b>Total Expenditures</b>	<b><u>\$ 1,896,559</u></b>	<b><u>\$ 1,959,379</u></b>	<b><u>\$ 1,830,947</u></b>	<b><u>\$ 1,939,794</u></b>

**PERSONNEL SCHEDULE**

Director of Public Works	1	1	1	1
Engineering Coordinator	1	1	1	1
Electrical Supervisor	1	1	1	1
Chief Building Official	1	1	1	1
Engineering Inspector	2	2	2	2
Inspector III	1	1	1	1
Inspector II	1	1	1	1
Inspector I	1	0	0	0
Traffic Signal Supervisor	1	1	1	1
Maintenance Electrician (HVAC) II	1	1	1	1
Maintenance Electrician	1	1	1	1
PW Operations Coordinator	1	1	1	1
Surveyor/AutoCAD Operator	1	1	1	1
Maintenance Technician III	1	1	1	1
Code Enforcement Officer	2	1	1	1
Clerk	1	1	1	1
Summer Laborer - Temporary	2	2	2	1

**PROGRAM DESCRIPTION**

Planning and Development is responsible for coordinating and administering all regulations and policies that regulate development within the City of Deer Park. This includes building inspections, subdivision plat review, subdivision construction plans, etc. The department is also responsible for the electrical and A/C maintenance at City facilities.

**CITY OF DEER PARK  
2017-2018 ANNUAL BUDGET**

**401 - PLANNING AND DEVELOPMENT**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
<b><u>4100 PERSONNEL &amp; RELATED</u></b>				
4101 Salaries - Full Time	\$ 1,099,537	\$ 1,147,209	\$ 1,064,410	\$ 1,132,349
4103 Salaries - Temporary	5,615	5,800	5,800	2,900
4104 Salaries - Overtime	9,934	13,000	19,530	13,100
4106 Social Security/Medicare	81,506	88,195	80,150	87,099
4107 TMRS	157,617	165,047	158,750	165,680
4108 Health & Life Insurance	154,006	184,548	156,290	181,512
4109 Workers Compensation	2,968	3,196	1,833	2,313
4111 Car Allowance	5,175	5,400	5,175	5,400
4114 Section 125 Admin Fee	178	270	222	270
4117 Health Savings Account	-	-	935	1,245
<b>Total Personnel &amp; Related</b>	<b><u>1,516,536</u></b>	<b><u>1,612,665</u></b>	<b><u>1,493,095</u></b>	<b><u>1,591,868</u></b>
<b><u>4200 SERVICES</u></b>				
4216 Mobile Telephones	2,868	2,950	2,900	2,950
4219 Mobile Technology	3,381	3,384	3,860	3,860
4231 Equipment Rental	5,585	4,130	6,500	8,130
4240 Consultant Fees	88,616	36,000	41,012	146,000
4243 Surveyor Fee	13,510	-	-	-
4250 Training & Travel	9,498	16,990	16,000	17,990
4252 Dues & Fees	11,263	4,000	5,300	4,000
4279 Software - Other	40,167	7,750	18,182	13,372
4280 Home Demolition/Lot Cleaning	13,500	16,000	15,000	16,000
4281 Tree Services	3,650	5,800	2,000	5,800
4290 Contract Labor	35,624	35,000	35,000	5,000
<b>Total Services</b>	<b><u>227,661</u></b>	<b><u>132,004</u></b>	<b><u>145,754</u></b>	<b><u>223,102</u></b>
<b><u>4300 SUPPLIES</u></b>				
4301 Office Supplies	2,579	3,000	2,500	3,000
4303 Operational Supplies	21,943	30,000	30,000	30,000
4304 Data Processing Supplies	6,691	4,000	2,000	2,000
4308 Small Tools & Minor Equipment	6,277	16,000	14,000	16,630
4311 Uniforms	3,952	3,500	3,500	3,500
4314 Protective Clothing	124	-	-	-
4328 Gasoline	7,863	16,000	8,500	13,524
4329 Diesel	607	1,550	450	1,000
4348 Books	884	400	950	950
<b>Total Supplies</b>	<b><u>50,920</u></b>	<b><u>74,450</u></b>	<b><u>61,900</u></b>	<b><u>70,604</u></b>

**CITY OF DEER PARK  
2017-2018 ANNUAL BUDGET**

**401 - PLANNING AND DEVELOPMENT**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
<b><u>4400 REPAIRS &amp; MAINTENANCE</u></b>				
4401 Vehicles	7,534	8,000	8,000	8,000
4402 Machinery & Equipment	778	2,350	1,000	2,350
4403 Computer Equipment	1,738	13,510	13,510	2,470
4404 Buildings	202	200	-	200
4405 Radios	-	100	-	100
4406 Streets	3,408	11,000	7,000	11,000
4409 Air Conditioners	-	100	-	100
4435 Traffic Signals	<u>35,959</u>	<u>14,000</u>	<u>12,500</u>	<u>14,000</u>
<b>Total Repairs &amp; Maintenance</b>	<b><u>49,620</u></b>	<b><u>49,260</u></b>	<b><u>42,010</u></b>	<b><u>38,220</u></b>
<b><u>4900 CAPITAL OUTLAY</u></b>				
4903 Improvements Other Than Bldgs.	12,130	-	-	16,000
4904 Machinery & Equipment	39,692	66,000	64,625	-
4906 Automobiles & Light Trucks	<u>-</u>	<u>25,000</u>	<u>23,563</u>	<u>-</u>
<b>Total Capital Outlay</b>	<b><u>51,822</u></b>	<b><u>91,000</u></b>	<b><u>88,188</u></b>	<b><u>16,000</u></b>
 <b>TOTAL EXPENDITURES</b>	 <b><u>\$ 1,896,559</u></b>	 <b><u>\$ 1,959,379</u></b>	 <b><u>\$ 1,830,947</u></b>	 <b><u>\$ 1,939,794</u></b>

**CITY OF DEER PARK  
2017-2018 ANNUAL BUDGET**

**EXPENDITURE SUMMARY**

**402 - SANITATION**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
Personnel & Related	\$ 1,497,659	\$ 1,517,039	\$ 1,498,593	\$ 1,566,756
Services	1,601,232	1,565,320	1,578,399	1,595,900
Supplies	239,703	344,630	295,502	388,630
Repairs & Maintenance	150,029	192,950	186,700	192,950
Capital Outlay	<u>265,336</u>	<u>237,500</u>	<u>238,745</u>	<u>271,900</u>
<b>Total Expenditures</b>	<b><u>\$ 3,753,958</u></b>	<b><u>\$ 3,857,439</u></b>	<b><u>\$ 3,797,939</u></b>	<b><u>\$ 4,016,136</u></b>

**PERSONNEL SCHEDULE**

Sanitation Supervisor	1	1	1	1
Assistant Sanitation Supervisor	1	1	1	1
Equipment Operator III	3	3	3	3
Crew Leader	5	5	5	5
Equipment Operator II	1	1	1	1
Sanitation Laborer	11	11	11	11

**PROGRAM DESCRIPTION**

The Sanitation Department is responsible for the collection and disposal of all residential garbage and trash (commercial waste disposal is outsourced). This department also maintains the City's transfer station and two recycling centers.

**CITY OF DEER PARK  
2017-2018 ANNUAL BUDGET**

**402 - SANITATION**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
<b><u>4100 PERSONNEL &amp; RELATED</u></b>				
4101 Salaries - Full Time	\$ 1,023,255	\$ 1,026,117	\$ 1,027,222	\$ 1,061,003
4104 Salaries - Overtime	28,757	25,710	27,700	25,710
4106 Social Security/Medicare	76,816	79,410	78,310	82,025
4107 TMRS	148,569	149,320	148,710	156,423
4108 Health & Life Insurance	186,646	206,640	197,100	216,060
4109 Workers Compensation	32,250	28,462	16,301	21,665
4114 Section 125 Admin Fee	78	90	90	90
4117 Health Savings Account	1,289	1,290	3,160	3,780
<b>Total Personnel &amp; Related</b>	<b><u>1,497,659</u></b>	<b><u>1,517,039</u></b>	<b><u>1,498,593</u></b>	<b><u>1,566,756</u></b>
<b><u>4200 SERVICES</u></b>				
4216 Mobile Telephones	267	400	253	253
4219 Mobile Technology	-	420	420	420
4220 Commercial Garbage Collection	956,007	960,000	974,016	991,000
4250 Training & Travel	550	3,000	3,010	3,000
4252 Dues & Fees	236	1,500	700	1,227
4253 Disposal Fees	644,173	600,000	600,000	600,000
<b>Total Services</b>	<b><u>1,601,232</u></b>	<b><u>1,565,320</u></b>	<b><u>1,578,399</u></b>	<b><u>1,595,900</u></b>
<b><u>4300 SUPPLIES</u></b>				
4301 Office Supplies	111	350	300	350
4302 Cleaning Supplies	8,077	15,000	12,000	15,000
4303 Operational Supplies	10,486	20,000	18,000	20,000
4305 Printing	321	600	300	600
4308 Small Tools & Minor Equipment	5,249	12,000	11,500	12,000
4309 Garbage Bags	157,784	150,000	143,302	194,000
4311 Uniforms	9,052	7,680	7,500	7,680
4328 Gasoline	1,924	4,000	2,600	4,000
4329 Diesel	46,699	135,000	100,000	135,000
<b>Total Supplies</b>	<b><u>239,703</u></b>	<b><u>344,630</u></b>	<b><u>295,502</u></b>	<b><u>388,630</u></b>

**CITY OF DEER PARK  
2017-2018 ANNUAL BUDGET**

**402 - SANITATION**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
<b><u>4400 REPAIRS &amp; MAINTENANCE</u></b>				
4401 Vehicles	111,634	166,700	166,700	166,700
4402 Machinery & Equipment	13,576	15,000	10,000	15,000
4403 Computer Equipment	-	-	-	-
4404 Buildings	24,819	10,000	10,000	10,000
4405 Radios	-	500	-	500
4409 Air Conditioners	-	750	-	750
4425 Refuse Containers	-	-	-	-
<b>Total Repairs &amp; Maintenance</b>	<b><u>150,029</u></b>	<b><u>192,950</u></b>	<b><u>186,700</u></b>	<b><u>192,950</u></b>
<b><u>4900 CAPITAL OUTLAY</u></b>				
4902 Building	-	-	-	-
4904 Machinery & Equipment	-	-	-	9,000
4906 Automobiles & Light Trucks	-	-	-	-
4907 Large Trucks/Heavy Rolling Stock	178,500	115,100	85,200	35,000
4908 Lease Purchase	<u>86,836</u>	<u>122,400</u>	<u>153,545</u>	<u>227,900</u>
<b>Total Capital Outlay</b>	<b><u>265,336</u></b>	<b><u>237,500</u></b>	<b><u>238,745</u></b>	<b><u>271,900</u></b>
 <b>TOTAL EXPENDITURES</b>	 <b><u>\$ 3,753,958</u></b>	 <b><u>\$ 3,857,439</u></b>	 <b><u>\$ 3,797,939</u></b>	 <b><u>\$ 4,016,136</u></b>

**CITY OF DEER PARK  
2017-2018 ANNUAL BUDGET**

**EXPENDITURE SUMMARY**

**403 - STREET MAINTENANCE**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
Personnel & Related	\$ 798,120	\$ 846,758	\$ 808,382	\$ 902,649
Services	14,395	28,376	17,736	102,376
Supplies	107,519	115,875	111,170	113,005
Repairs & Maintenance	138,105	334,050	315,887	788,695
Capital Outlay	108,452	124,500	98,401	19,500
<b>Total Expenditures</b>	<b>\$ 1,166,591</b>	<b>\$ 1,449,559</b>	<b>\$ 1,351,576</b>	<b>\$ 1,926,225</b>

**PERSONNEL SCHEDULE**

Street Maintenance Supervisor	1	1	1	1
Assistant Street Supervisor	0	0	0	0
Crew Leader	1	1	1	1
Equipment Operator III	1	3	3	2
Equipment Operator II	3	1	1	3
Equipment Operator I	2	2	2	1
Laborer	5	5	5	5
Summer Laborer - Temporary	5	5	5	6

**PROGRAM DESCRIPTION**

The Street Maintenance Department is responsible for the repair and maintenance of all City streets and drainage structures. Field duties include patching concrete and asphalt streets, street sweeping, mowing the right-of-ways, cleaning ditches, culverts, catch basins and sewer manholes, and mosquito control.

**CITY OF DEER PARK  
2017-2018 ANNUAL BUDGET**

**403 - STREET MAINTENANCE**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
<b><u>4100 PERSONNEL &amp; RELATED</u></b>				
4101 Salaries - Full Time	\$ 549,521	\$ 563,840	\$ 537,627	\$ 592,192
4103 Salaries - Temporary	7,475	14,500	14,500	17,400
4104 Salaries - Overtime	21,125	15,000	15,000	15,000
4106 Social Security/Medicare	43,053	44,393	42,400	47,177
4107 TMRS	80,606	81,392	77,800	87,433
4108 Health & Life Insurance	79,838	107,568	108,800	127,416
4109 Workers Compensation	14,819	18,595	10,638	14,561
4114 Section 125 Admin Fee	126	180	167	180
4117 Health Savings Account	1,557	1,290	1,450	1,290
<b>Total Personnel &amp; Related</b>	<b><u>798,120</u></b>	<b><u>846,758</u></b>	<b><u>808,382</u></b>	<b><u>902,649</u></b>
<b><u>4200 SERVICES</u></b>				
4216 Mobile Telephones	441	450	480	480
4219 Mobile Technology	456	456	456	456
4231 Equipment Rental	5,636	9,820	-	9,820
4250 Training & Travel	77	3,550	3,000	2,520
4252 Dues & Fees	394	1,600	1,300	1,600
4253 Disposal Fees	7,391	12,500	12,500	12,500
4290 Contract Labor	-	-	-	75,000
<b>Total Services</b>	<b><u>14,395</u></b>	<b><u>28,376</u></b>	<b><u>17,736</u></b>	<b><u>102,376</u></b>
<b><u>4300 SUPPLIES</u></b>				
4301 Office Supplies	124	300	250	300
4302 Cleaning Supplies	-	-	-	-
4303 Operational Supplies	30,773	24,000	24,000	24,000
4308 Small Tools & Minor Equipment	14,131	17,300	17,300	16,430
4311 Uniforms	4,352	4,120	4,120	4,120
4316 Chemicals	31,023	36,000	36,000	36,000
4328 Gasoline	7,439	12,000	7,500	10,000
4329 Diesel	19,677	22,155	22,000	22,155
<b>Total Supplies</b>	<b><u>107,519</u></b>	<b><u>115,875</u></b>	<b><u>111,170</u></b>	<b><u>113,005</u></b>

**CITY OF DEER PARK  
2017-2018 ANNUAL BUDGET**

**403 - STREET MAINTENANCE**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
<b><u>4400 REPAIRS &amp; MAINTENANCE</u></b>				
4401 Vehicles	16,593	22,000	20,000	22,000
4402 Machinery & Equipment	19,171	20,000	20,000	20,000
4403 Computer Equipment	-	-	-	-
4404 Buildings	2,243	200	387	54,845
4405 Radios	-	200	-	200
4406 Streets	97,324	250,000	250,000	650,000
4407 Sidewalks	1,509	40,000	25,000	40,000
4408 Storm Sewer	1,265	1,500	500	1,500
4409 Air Conditioners	-	150	-	150
<b>Total Repairs &amp; Maintenance</b>	<b><u>138,105</u></b>	<b><u>334,050</u></b>	<b><u>315,887</u></b>	<b><u>788,695</u></b>
<b><u>4900 CAPITAL OUTLAY</u></b>				
4904 Machinery & Equipment	51,744	59,500	34,396	19,500
4906 Automobiles & Light Trucks	56,709	65,000	64,005	-
4907 Large Trucks & Heavy Rolling Stock	-	-	-	-
<b>Total Capital Outlay</b>	<b><u>108,452</u></b>	<b><u>124,500</u></b>	<b><u>98,401</u></b>	<b><u>19,500</u></b>
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 1,166,591</u></b>	<b><u>\$ 1,449,559</u></b>	<b><u>\$ 1,351,576</u></b>	<b><u>\$ 1,926,225</u></b>

**CITY OF DEER PARK  
2017-2018 ANNUAL BUDGET**

**EXPENDITURE SUMMARY**

**404 - FLEET MAINTENANCE**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
Personnel & Related	\$ 558,008	\$ 620,512	\$ 404,462	\$ 576,965
Services	35,149	43,275	41,235	38,754
Supplies	74,260	54,395	49,260	56,030
Repairs & Maintenance	21,811	13,500	11,000	15,728
Capital Outlay	-	231,020	188,000	56,700
<b>Total Expenditures</b>	<b>\$ 689,229</b>	<b>\$ 962,702</b>	<b>\$ 693,957</b>	<b>\$ 744,177</b>

**PERSONNEL SCHEDULE**

Shop Supervisor	1	1	1	1
Welder	1	1	1	1
Mechanic II	4	4	4	4
Mechanic I	1	1	1	1
Laborer	1	1	1	1

**PROGRAM DESCRIPTION**

The Fleet Maintenance Department is responsible for the repair and maintenance of all vehicles and equipment in the Public Works, Parks and Rec, Fire, Planning and Development, Humane, Utilities, and Administrative departments. This also includes maintaining an adequate fuel supply for these vehicles and equipment.

**CITY OF DEER PARK  
2017-2018 ANNUAL BUDGET**

**404 - FLEET MAINTENANCE**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
<b><u>4100 PERSONNEL &amp; RELATED</u></b>				
4101 Salaries - Full Time	\$ 391,868	\$ 428,652	\$ 289,361	\$ 382,848
4104 Salaries - Overtime	192	2,000	3,760	2,000
4106 Social Security/Medicare	28,486	32,595	21,950	29,204
4107 TMRS	55,402	61,327	41,275	55,696
4108 Health & Life Insurance	78,113	90,480	44,000	102,216
4109 Workers Compensation	3,929	5,413	3,094	3,576
4114 Section 125 Admin Fee	19	45	35	180
4117 Health Savings Account	-	-	987	1,245
<b>Total Personnel &amp; Related</b>	<b><u>558,008</u></b>	<b><u>620,512</u></b>	<b><u>404,462</u></b>	<b><u>576,965</u></b>
<b><u>4200 SERVICES</u></b>				
4216 Mobile Telephones	230	300	235	240
4250 Training & Travel	300	2,525	500	2,600
4252 Dues & Fees	596	11,758	7,500	7,545
4279 Software - Other	<u>34,023</u>	<u>28,692</u>	<u>33,000</u>	<u>28,369</u>
<b>Total Services</b>	<b><u>35,149</u></b>	<b><u>43,275</u></b>	<b><u>41,235</u></b>	<b><u>38,754</u></b>
<b><u>4300 SUPPLIES</u></b>				
4301 Office Supplies	111	150	215	150
4302 Cleaning Supplies	500	-	-	-
4303 Operational Supplies	59,705	36,145	36,145	38,450
4304 Data Processing Supplies	-	2,250	500	2,250
4308 Small Tools & Minor Equipment	9,716	7,200	7,200	8,830
4311 Uniforms	2,401	2,200	2,200	2,200
4316 Chemicals	-	2,000	-	-
4328 Gasoline	1,068	2,300	1,500	2,000
4329 Diesel	759	2,000	1,500	2,000
4348 Books	<u>-</u>	<u>150</u>	<u>-</u>	<u>150</u>
<b>Total Supplies</b>	<b><u>74,260</u></b>	<b><u>54,395</u></b>	<b><u>49,260</u></b>	<b><u>56,030</u></b>

**CITY OF DEER PARK  
2017-2018 ANNUAL BUDGET**

**404 - FLEET MAINTENANCE**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
<b><u>4400 REPAIRS &amp; MAINTENANCE</u></b>				
4401 Vehicles	9,043	5,500	7,000	8,973
4402 Machinery & Equipment	2,459	7,000	3,000	2,500
4403 Computer Equipment	-	-	-	2,255
4404 Buildings	10,310	1,000	1,000	2,000
4406 Street	-	-	-	-
<b>Total Repairs &amp; Maintenance</b>	<b><u>21,811</u></b>	<b><u>13,500</u></b>	<b><u>11,000</u></b>	<b><u>15,728</u></b>
<b><u>4900 CAPITAL OUTLAY</u></b>				
4904 Machinery & Equipment	-	31,020	20,000	56,700
4909 Parking Lots	-	200,000	168,000	-
4915 Software	-	-	-	-
<b>Total Capital Outlay</b>	<b><u>-</u></b>	<b><u>231,020</u></b>	<b><u>188,000</u></b>	<b><u>56,700</u></b>
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 689,229</u></b>	<b><u>\$ 962,702</u></b>	<b><u>\$ 693,957</u></b>	<b><u>\$ 744,177</u></b>

**CITY OF DEER PARK  
2017-2018 ANNUAL BUDGET**

**EXPENDITURE SUMMARY**

**405 - HUMANE SERVICES**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
Personnel & Related	\$ 203,083	\$ 211,498	\$ 204,301	\$ 231,272
Services	2,557	6,085	7,326	4,590
Supplies	29,904	31,250	27,300	23,310
Repairs & Maintenance	<u>864</u>	<u>9,900</u>	<u>8,375</u>	<u>3,900</u>
<b>Total Expenditures</b>	<b><u>\$ 236,407</u></b>	<b><u>\$ 258,733</u></b>	<b><u>\$ 247,302</u></b>	<b><u>\$ 263,072</u></b>

**PERSONNEL SCHEDULE**

Animal Control Supervisor	1	1	1	1
Animal Control Officer	2	2	2	2
P/T - Animal Shelter Attendant	0	0	0	1

**PROGRAM DESCRIPTION**

The Humane Services Department is responsible for all phases of animal control in the City of Deer Park. This includes maintenance of the animal shelter and enforcement of associated ordinances.

**CITY OF DEER PARK  
2017-2018 ANNUAL BUDGET**

**405 - HUMANE SERVICES**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
<b><u>4100 PERSONNEL &amp; RELATED</u></b>				
4101 Salaries - Full Time	\$ 126,263	\$ 127,902	\$ 125,246	\$ 133,824
4102 Salaries - Part Time	-	-	-	12,000
4104 Salaries - Overtime	18,283	20,000	19,800	20,000
4106 Social Security/Medicare	10,496	11,261	10,800	11,727
4107 TMRS	20,419	21,109	20,200	22,353
4108 Health & Life Insurance	26,072	28,872	26,400	28,728
4109 Workers Compensation	1,505	2,309	1,326	1,950
4114 Section 125 Admin Fee	44	45	45	45
4117 Health Savings Account	-	-	484	645
<b>Total Personnel &amp; Related</b>	<b><u>203,083</u></b>	<b><u>211,498</u></b>	<b><u>204,301</u></b>	<b><u>231,272</u></b>
<b><u>4200 SERVICES</u></b>				
4216 Mobile Telephones	214	285	225	225
4219 Mobile Technology	456	-	456	915
4250 Training & Travel	1,348	1,500	1,300	1,500
4252 Dues & Fees	540	300	300	300
4279 Software - Other	-	4,000	5,045	1,650
<b>Total Services</b>	<b><u>2,557</u></b>	<b><u>6,085</u></b>	<b><u>7,326</u></b>	<b><u>4,590</u></b>
<b><u>4300 SUPPLIES</u></b>				
4301 Office Supplies	1,001	450	400	450
4302 Cleaning Supplies	1,120	2,400	-	-
4303 Operational Supplies	21,339	13,950	13,950	13,350
4304 Data Processing Supplies	-	350	350	350
4305 Printing	630	250	250	250
4308 Small Tools & Minor Equipment	2,710	8,850	8,850	4,910
4311 Uniforms	1,256	1,000	1,000	1,000
4314 Protective Clothing	-	-	-	-
4328 Gasoline	1,848	4,000	2,500	3,000
<b>Total Supplies</b>	<b><u>29,904</u></b>	<b><u>31,250</u></b>	<b><u>27,300</u></b>	<b><u>23,310</u></b>

**CITY OF DEER PARK  
2017-2018 ANNUAL BUDGET**

**405 - HUMANE SERVICES**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
<b><u>4400 REPAIRS &amp; MAINTENANCE</u></b>				
4401 Vehicles	354	1,450	1,000	1,450
4402 Machinery & Equipment	-	100	50	100
4403 Computer Equipment	-	6,000	2,500	-
4404 Buildings	509	2,000	4,825	2,000
4405 Radios	-	100	-	100
4409 Air Conditioners	-	250	-	250
<b>Total Repairs &amp; Maintenance</b>	<b><u>864</u></b>	<b><u>9,900</u></b>	<b><u>8,375</u></b>	<b><u>3,900</u></b>
 <b>TOTAL EXPENDITURES</b>	 <b><u>\$ 236,407</u></b>	 <b><u>\$ 258,733</u></b>	 <b><u>\$ 247,302</u></b>	 <b><u>\$ 263,072</u></b>

**CITY OF DEER PARK  
2017-2018 ANNUAL BUDGET**

**EXPENDITURE SUMMARY**

**409 - BEAUTIFICATION**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
Services	\$ -	\$ -	\$ -	\$ 15,000
Supplies	7,346	10,000	10,000	10,000
Repairs & Maintenance	19,133	15,000	15,000	20,000
Capital Outlay	-	-	-	-
<b>Total Expenditures</b>	<b><u>\$ 26,480</u></b>	<b><u>\$ 25,000</u></b>	<b><u>\$ 25,000</u></b>	<b><u>\$ 45,000</u></b>

**PROGRAM DESCRIPTION**

The Beautification Department provides funding for projects recommended by the City's Beautification Committee and approved by the City Council. The committee establishes beautification guidelines and design standards to enhance the appearance of the City, and selects various locations, landmarks, or corridors within the City as potential project opportunities. The committee seeks funding from Federal, State and local resources to support these beautification efforts.

**CITY OF DEER PARK  
2017-2018 ANNUAL BUDGET**

**409 - BEAUTIFICATION**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
<b><u>4200 SERVICES</u></b>				
4290 Contract Labor	-	-	-	15,000
<b>Total Services</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>15,000</b>
<b><u>4300 SUPPLIES</u></b>				
4303 Operational Supplies	7,346	10,000	10,000	10,000
<b>Total Supplies</b>	<b>7,346</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>
<b><u>4400 REPAIRS &amp; MAINTENANCE</u></b>				
4412 Grounds	19,133	15,000	15,000	20,000
<b>Total Repairs &amp; Maintenance</b>	<b>19,133</b>	<b>15,000</b>	<b>15,000</b>	<b>20,000</b>
<b><u>4900 CAPITAL OUTLAY</u></b>				
4903 Improvements Other Than Bldgs.	-	-	-	-
4904 Machinery & Equipment	-	-	-	-
<b>Total Capital Outlay</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
 <b>TOTAL EXPENDITURES</b>	 <b>\$ 26,480</b>	 <b>\$ 25,000</b>	 <b>\$ 25,000</b>	 <b>\$ 45,000</b>

**CITY OF DEER PARK  
2017-2018 ANNUAL BUDGET**

**EXPENDITURE SUMMARY**

**410 - PARK MAINTENANCE**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
Personnel & Related	\$ 1,315,498	\$ 1,376,368	\$ 1,267,146	\$ 1,425,014
Services	117,628	102,000	108,625	130,750
Supplies	188,691	167,000	167,000	183,700
Repairs & Maintenance	198,055	273,200	266,575	248,950
Other Operating Expenditures	-	-	-	-
Capital Outlay	373,055	1,341,100	1,322,100	557,000
<b>Total Expenditures</b>	<b>\$ 2,192,927</b>	<b>\$ 3,259,668</b>	<b>\$ 3,131,446</b>	<b>\$ 2,545,414</b>

**PERSONNEL SCHEDULE**

Park Operations Supervisor	1	1	1	1
Assistant Park Operations Supervisor	0	0	0	1
Park Operations Coordinator	1	1	1	0
Crew Leader	5	5	5	5
Maintenance Technician I	1	1	1	0
Maintenance Technician II	0	0	0	1
Mechanic II	1	1	1	1
Arborist	1	1	1	1
Equipment Operator II	1	1	1	1
Equipment Operator I	8	8	8	8
P & R Laborer	12	12	12	12

**PROGRAM DESCRIPTION**

The Parks Maintenance Department is responsible for the maintenance of all City grounds, which includes over 180 acres of play lots, ball fields, lawns, esplanades, and right-of-ways.

**CITY OF DEER PARK  
2017-2018 ANNUAL BUDGET**

**410 - PARK MAINTENANCE**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
<b><u>4100 PERSONNEL &amp; RELATED</u></b>				
4101 Salaries - Full Time	\$ 879,282	\$ 889,802	\$ 820,832	\$ 902,903
4102 Salaries - Part Time	93,502	120,000	93,800	120,000
4103 Salaries - Temporary	-	-	-	-
4104 Salaries - Overtime	12,913	14,500	14,120	14,500
4106 Social Security/Medicare	73,444	77,588	69,480	78,285
4107 TMRS	126,028	128,664	117,130	131,790
4108 Health & Life Insurance	118,793	131,364	142,930	166,416
4109 Workers Compensation	10,074	12,980	7,431	9,650
4114 Section 125 Admin Fee	174	180	134	180
4117 Health Savings Account	1,289	1,290	1,289	1,290
<b>Total Personnel &amp; Related</b>	<b><u>1,315,498</u></b>	<b><u>1,376,368</u></b>	<b><u>1,267,146</u></b>	<b><u>1,425,014</u></b>
<b><u>4200 SERVICES</u></b>				
4216 Mobile Telephones	552	1,200	1,200	1,200
4219 Mobile Technology	912	-	875	1,000
4231 Equipment Rental	6,345	7,000	16,500	7,000
4250 Training & Travel	7,754	6,550	6,550	7,550
4252 Dues & Fees	2,299	1,250	1,500	3,000
4290 Contract Labor	99,765	86,000	82,000	111,000
<b>Total Services</b>	<b><u>117,628</u></b>	<b><u>102,000</u></b>	<b><u>108,625</u></b>	<b><u>130,750</u></b>
<b><u>4300 SUPPLIES</u></b>				
4301 Office Supplies	447	500	500	500
4302 Cleaning Supplies	-	-	-	-
4303 Operational Supplies	82,923	90,000	90,000	120,000
4308 Small Tools & Minor Equipment	72,375	31,000	31,000	11,700
4311 Uniforms	7,139	5,500	7,500	13,500
4328 Gasoline	18,969	25,000	24,000	24,000
4329 Diesel	6,838	15,000	14,000	14,000
<b>Total Supplies</b>	<b><u>188,691</u></b>	<b><u>167,000</u></b>	<b><u>167,000</u></b>	<b><u>183,700</u></b>

**CITY OF DEER PARK  
2017-2018 ANNUAL BUDGET**

**410 - PARK MAINTENANCE**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
<b><u>4400 REPAIRS &amp; MAINTENANCE</u></b>				
4401 Vehicles	21,976	20,000	20,000	20,000
4402 Machinery & Equipment	30,951	31,700	31,575	31,075
4404 Buildings	23,239	43,500	41,000	41,000
4407 Sidewalks	10,186	50,000	50,000	35,000
4410 Sanitary Sewer	-	-	-	-
4412 Grounds	111,702	128,000	124,000	121,875
<b>Total Repairs &amp; Maintenance</b>	<b><u>198,055</u></b>	<b><u>273,200</u></b>	<b><u>266,575</u></b>	<b><u>248,950</u></b>
<b><u>4500 OTHER OPERATING EXP.</u></b>				
4510 Contingency	-	-	-	-
<b>Total Other Operating Exp.</b>	<b><u>-</u></b>	<b><u>-</u></b>	<b><u>-</u></b>	<b><u>-</u></b>
<b><u>4900 CAPITAL OUTLAY</u></b>				
4902 Buildings	-	-	142,122	-
4903 Improvements Other Than Bldgs.	192,648	1,087,100	944,978	452,000
4904 Machinery & Equipment	148,509	64,000	60,000	25,000
4906 Automobiles & Light Trucks	31,898	190,000	175,000	80,000
4911 Sidewalks	-	-	-	-
<b>Total Capital Outlay</b>	<b><u>373,055</u></b>	<b><u>1,341,100</u></b>	<b><u>1,322,100</u></b>	<b><u>557,000</u></b>
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 2,192,927</u></b>	<b><u>\$ 3,259,668</u></b>	<b><u>\$ 3,131,446</u></b>	<b><u>\$ 2,545,414</u></b>

**CITY OF DEER PARK  
2017-2018 ANNUAL BUDGET**

**EXPENDITURE SUMMARY**

**411 - RECREATION**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
Personnel & Related	\$ 972,685	\$ 1,025,203	\$ 1,000,443	\$ 1,049,129
Services	151,976	162,850	163,650	185,650
Supplies	231,728	289,945	289,145	296,445
Repairs & Maintenance	59,687	81,155	81,155	78,155
Capital Outlay	48,557	-	-	-
<b>Total Expenditures</b>	<b>\$ 1,464,633</b>	<b>\$ 1,559,153</b>	<b>\$ 1,534,393</b>	<b>\$ 1,609,379</b>

**PERSONNEL SCHEDULE**

Director of Parks and Recreation	1	1	1	1
Parks & Rec. - Assistant Director	1	1	1	1
Recreation Supervisor	1	1	1	1
Parks & Rec. Mktg/Technical Coordinator	1	1	1	1
Youth Programs Coordinator	1	1	1	1
Recreation Specialist	2	2	2	2
Secretary	1	1	1	1
PR Administrative Coordinator	0	1	1	1
Office Manager	1	0	0	0
Program Leader - Administration/Marketing	1	1	1	1
Program Aide - Part-Time	11	11	11	11
Program Leader - Part-Time	1	1	1	1
Administrative Aide - Part-Time	0	0	0	1

**PROGRAM DESCRIPTION**

The function of the Recreation Department is to offer the citizens of Deer Park a vehicle for leisure activities to include a variety of activities and programs for all ages, including instructional classes and special programs of a seasonal interest, picnics, drama productions, dog shows, etc. The Community Center has several game rooms to provide for active and passive recreational activities.

**CITY OF DEER PARK  
2017-2018 ANNUAL BUDGET**

**411 - RECREATION**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
<b><u>4100 PERSONNEL &amp; RELATED</u></b>				
4101 Salaries - Full Time	\$ 596,683	\$ 617,652	\$ 598,030	\$ 626,201
4102 Salaries - Part Time	87,161	108,000	96,700	118,200
4103 Salaries - Temporary	-	-	-	-
4104 Salaries - Overtime	29,332	23,000	41,900	23,000
4106 Social Security/Medicare	52,138	56,684	54,900	57,330
4107 TMRS	89,064	91,003	89,700	93,566
4108 Health & Life Insurance	106,638	114,312	111,345	123,540
4109 Workers Compensation	6,814	9,482	5,434	7,067
4111 Car Allowance	4,600	4,800	2,200	-
4114 Section 125 Admin Fee	255	270	234	225
4117 Health Savings Account	-	-	-	-
<b>Total Personnel &amp; Related</b>	<b><u>972,685</u></b>	<b><u>1,025,203</u></b>	<b><u>1,000,443</u></b>	<b><u>1,049,129</u></b>
<b><u>4200 SERVICES</u></b>				
4216 Mobile Telephones	417	2,500	2,500	2,500
4219 Mobile Technology	1,513	-	1,800	1,800
4231 Equipment Rental	4,004	16,000	16,000	16,000
4232 Building Rental	198	-	-	-
4242 Consulting Architect Fee	-	-	-	20,000
4244 Advertising	17,946	25,000	25,000	25,000
4250 Training & Travel	7,804	12,000	12,000	12,000
4251 Subscriptions	-	500	500	500
4252 Dues & Fees	3,035	3,500	3,500	3,500
4279 Software - Other	45,218	40,000	40,000	40,000
4290 Contract Labor	71,841	58,850	57,850	57,850
4295 Outside Services - Oth Govt Ag	-	4,500	4,500	6,500
<b>Total Services</b>	<b><u>151,976</u></b>	<b><u>162,850</u></b>	<b><u>163,650</u></b>	<b><u>185,650</u></b>
<b><u>4300 SUPPLIES</u></b>				
4301 Office Supplies	5,299	8,000	8,000	8,000
4303 Operational Supplies	187,598	215,395	215,395	217,895
4304 Data Processing Supplies	-	500	500	500
4305 Printing	17,474	28,500	28,500	28,500
4307 Postage	2,466	12,500	12,500	12,500
4308 Small Tools & Minor Equipment	15,648	15,500	15,500	20,300
4311 Uniforms	1,233	4,550	4,550	4,550
4328 Gasoline	1,154	5,000	4,200	4,200
4329 Diesel	856	-	-	-
<b>Total Supplies</b>	<b><u>231,728</u></b>	<b><u>289,945</u></b>	<b><u>289,145</u></b>	<b><u>296,445</u></b>

**CITY OF DEER PARK  
2017-2018 ANNUAL BUDGET**

**411 - RECREATION**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
<b><u>4400 REPAIRS &amp; MAINTENANCE</u></b>				
4401 Vehicles	4,178	3,500	3,500	3,500
4402 Machinery & Equipment	7,463	5,000	5,000	7,000
4403 Computer Equipment	-	400	400	400
4404 Buildings	44,126	57,505	57,505	52,505
4405 Radios	-	250	250	250
4409 Air Conditioners	<u>3,920</u>	<u>14,500</u>	<u>14,500</u>	<u>14,500</u>
<b>Total Repairs &amp; Maintenance</b>	<b><u>59,687</u></b>	<b><u>81,155</u></b>	<b><u>81,155</u></b>	<b><u>78,155</u></b>
<b><u>4900 CAPITAL OUTLAY</u></b>				
4902 Buildings	-	-	-	-
4904 Machinery & Equipment	48,557	-	-	-
4906 Automobiles & Light Trucks	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Total Capital Outlay</b>	<b><u>48,557</u></b>	<b><u>-</u></b>	<b><u>-</u></b>	<b><u>-</u></b>
 <b>TOTAL EXPENDITURES</b>	 <b><u>\$ 1,464,633</u></b>	 <b><u>\$ 1,559,153</u></b>	 <b><u>\$ 1,534,393</u></b>	 <b><u>\$ 1,609,379</u></b>

**CITY OF DEER PARK  
2017-2018 ANNUAL BUDGET**

**EXPENDITURE SUMMARY**

**412 - ATHLETICS & AQUATICS**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
Personnel & Related	\$ 456,544	\$ 465,858	\$ 461,325	\$ 468,382
Services	122,547	145,660	145,000	153,000
Supplies	160,844	192,900	192,560	172,060
Repairs & Maintenance	39,514	41,000	42,000	44,000
Capital Outlay	78,944	28,900	28,900	38,200
<b>Total Expenditures</b>	<b>\$ 858,394</b>	<b>\$ 874,318</b>	<b>\$ 869,785</b>	<b>\$ 875,642</b>

**PERSONNEL SCHEDULE**

Athletics & Aquatics Supervisor	1	1	1	1
Athletics & Aquatics Coordinator	1	1	1	1
Recreation Specialist	1	1	1	1
Pool Manager - Temporary	5	4	5	5
Lifeguard - Temporary	30	30	28	28
Gym - Part-time	0	0	0	0
Program Aide - Part-Time	5	7	7	7
Program Leader - Part-Time	2	1	1	1
Swim Aide/Cashier - Temporary	6	6	6	6
Athletic Leader - Temporary	4	3	3	2
Athletic Leader - Part-Time	0	0	0	1
Scorekeeper - Temporary	8	8	8	0
Scorekeeper - Part-Time	0	0	0	8

**PROGRAM DESCRIPTION**

The Athletics & Aquatics Department offers a wide variety of athletic activities, including softball, basketball, volleyball, tennis, track and field, racquetball, and swimming. This department organizes, sponsors, and administers these activities. The City pool is located in Dow Park and is open from June through August of each year.

**CITY OF DEER PARK  
2017-2018 ANNUAL BUDGET**

**412 - ATHLETICS & AQUATICS**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
<b><u>4100 PERSONNEL &amp; RELATED</u></b>				
4101 Salaries - Full Time	\$ 151,148	\$ 153,362	\$ 154,078	\$ 161,901
4102 Salaries - Part Time	62,839	67,500	73,265	128,500
4103 Salaries - Temporary	153,929	153,744	153,744	92,744
4104 Salaries - Overtime	18,834	12,000	11,745	12,000
4106 Social Security/Medicare	29,298	26,617	29,900	30,123
4107 TMRS	23,401	23,097	22,970	25,162
4108 Health & Life Insurance	13,738	24,996	12,540	13,548
4109 Workers Compensation	3,302	4,452	2,554	3,714
4114 Section 125 Admin Fee	56	90	45	45
4117 Health Savings Account	-	-	484	645
<b>Total Personnel &amp; Related</b>	<b><u>456,544</u></b>	<b><u>465,858</u></b>	<b><u>461,325</u></b>	<b><u>468,382</u></b>
<b><u>4200 SERVICES</u></b>				
4216 Mobile Telephones	459	700	500	500
4219 Mobile Technology	134	960	500	500
4231 Equipment & Other Rentals	309	-	600	600
4244 Advertising	2,194	2,500	2,500	1,500
4250 Training & Travel	12,424	11,000	8,000	16,000
4252 Dues & Fees	5,811	5,000	7,400	7,400
4290 Contract Labor	88,297	102,000	102,000	100,000
4295 Outside Services - Oth Govt Ag	<u>12,918</u>	<u>23,500</u>	<u>23,500</u>	<u>26,500</u>
<b>Total Services</b>	<b><u>122,547</u></b>	<b><u>145,660</u></b>	<b><u>145,000</u></b>	<b><u>153,000</u></b>
<b><u>4300 SUPPLIES</u></b>				
4301 Office Supplies	4,407	4,500	4,500	4,500
4303 Operational Supplies	113,157	141,000	140,660	140,660
4308 Small Tools & Minor Equipment	26,179	30,900	30,900	10,400
4311 Uniforms	9,082	7,500	7,500	7,500
4314 Protective Clothing	7,669	8,500	8,500	8,500
4328 Gasoline	<u>350</u>	<u>500</u>	<u>500</u>	<u>500</u>
<b>Total Supplies</b>	<b><u>160,844</u></b>	<b><u>192,900</u></b>	<b><u>192,560</u></b>	<b><u>172,060</u></b>

**CITY OF DEER PARK  
2017-2018 ANNUAL BUDGET**

**412 - ATHLETICS & AQUATICS**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
<b><u>4400 REPAIRS &amp; MAINTENANCE</u></b>				
4401 Vehicle Repairs & Maintenance	-	500	500	500
4402 Machinery & Equipment	1,314	5,000	5,000	7,000
4404 Buildings	13,336	10,000	10,000	10,000
4409 Air Conditioners	674	3,000	4,000	4,000
4412 Grounds	13,328	-	-	-
4417 Swimming Pool	<u>10,862</u>	<u>22,500</u>	<u>22,500</u>	<u>22,500</u>
<b>Total Repairs &amp; Maintenance</b>	<b><u>39,514</u></b>	<b><u>41,000</u></b>	<b><u>42,000</u></b>	<b><u>44,000</u></b>
<b><u>4900 CAPITAL OUTLAY</u></b>				
4902 Buildings	-	-	-	-
4903 Improvements Other Than Bldgs.	55,857	22,900	22,900	7,200
4904 Machinery & Equipment	23,087	6,000	6,000	-
4906 Automobiles & Light Trucks	<u>-</u>	<u>-</u>	<u>-</u>	<u>31,000</u>
<b>Total Capital Outlay</b>	<b><u>78,944</u></b>	<b><u>28,900</u></b>	<b><u>28,900</u></b>	<b><u>38,200</u></b>
 <b>TOTAL EXPENDITURES</b>	 <b><u>\$ 858,394</u></b>	 <b><u>\$ 874,318</u></b>	 <b><u>\$ 869,785</u></b>	 <b><u>\$ 875,642</u></b>

**CITY OF DEER PARK  
2017-2018 ANNUAL BUDGET**

**EXPENDITURE SUMMARY**

**413 - BUILDING MAINTENANCE**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
Personnel & Related	\$ 508,593	\$ 562,471	\$ 532,122	\$ 576,080
Services	1,344	6,000	6,000	4,500
Supplies	54,790	62,700	61,100	69,100
Repairs & Maintenance	2,246	16,400	18,000	7,500
Capital Outlay	22,627	40,000	40,000	10,000
<b>Total Expenditures</b>	<b>\$ 589,599</b>	<b>\$ 687,571</b>	<b>\$ 657,222</b>	<b>\$ 667,180</b>

**PERSONNEL SCHEDULE**

Building Maintenance Supervisor	1	1	1	1
Maintenance Worker	1	1	1	1
Custodian	6	6	6	6
P & R Laborer	3	3	3	3

**PROGRAM DESCRIPTION**

The Building Maintenance Department is responsible for the custodial care of City buildings, and ball field and parks facilities. This department also handles limited maintenance activities such as painting, glass repair, and minor carpentry.

**CITY OF DEER PARK  
2017-2018 ANNUAL BUDGET**

**413 - BUILDING MAINTENANCE**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
<b><u>4100 PERSONNEL &amp; RELATED</u></b>				
4101 Salaries - Full Time	\$ 328,333	\$ 343,101	\$ 337,308	\$ 356,735
4102 Salaries - Part Time	27,000	45,000	38,290	45,000
4104 Salaries - Overtime	14,520	15,000	10,900	15,000
4106 Social Security/Medicare	27,986	30,436	28,890	31,463
4107 TMRS	49,492	50,731	49,190	53,428
4108 Health & Life Insurance	55,431	70,056	62,290	67,944
4109 Workers Compensation	4,431	6,677	3,830	5,085
4114 Section 125 Admin Fee	111	180	134	135
4117 Health Savings Account	1,289	1,290	1,290	1,290
<b>Total Personnel &amp; Related</b>	<b><u>508,593</u></b>	<b><u>562,471</u></b>	<b><u>532,122</u></b>	<b><u>576,080</u></b>
<b><u>4200 SERVICES</u></b>				
4216 Mobile Telephones	409	1,000	500	-
4219 Mobile Technology	456	-	500	500
4250 Training and Travel	462	3,000	2,500	1,500
4252 Dues & Fees	17	-	500	500
4290 Contract Labor	-	2,000	2,000	2,000
<b>Total Services</b>	<b><u>1,344</u></b>	<b><u>6,000</u></b>	<b><u>6,000</u></b>	<b><u>4,500</u></b>
<b><u>4300 SUPPLIES</u></b>				
4301 Office Supplies	294	550	550	1,050
4302 Cleaning Supplies	24	-	-	-
4303 Operational Supplies	44,629	48,950	48,950	48,950
4308 Small Tools & Minor Equipment	5,262	5,500	7,600	15,100
4311 Uniforms	2,229	2,500	1,500	1,500
4328 Gasoline	2,351	5,200	2,500	2,500
<b>Total Supplies</b>	<b><u>54,790</u></b>	<b><u>62,700</u></b>	<b><u>61,100</u></b>	<b><u>69,100</u></b>

**CITY OF DEER PARK  
2017-2018 ANNUAL BUDGET**

**413 - BUILDING MAINTENANCE**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
<b><u>4400 REPAIRS &amp; MAINTENANCE</u></b>				
4401 Vehicles	1,404	2,000	2,000	2,000
4402 Machinery & Equipment	389	1,900	500	1,500
4404 Buildings	<u>453</u>	<u>12,500</u>	<u>15,500</u>	<u>4,000</u>
<b>Total Repairs &amp; Maintenance</b>	<b><u>2,246</u></b>	<b><u>16,400</u></b>	<b><u>18,000</u></b>	<b><u>7,500</u></b>
<b><u>4900 CAPITAL OUTLAY</u></b>				
4904 Machinery & Equipment	-	-	-	10,000
4906 Automobiles & Light Trucks	<u>22,627</u>	<u>40,000</u>	<u>40,000</u>	<u>-</u>
<b>Total Capital Outlay</b>	<b><u>22,627</u></b>	<b><u>40,000</u></b>	<b><u>40,000</u></b>	<b><u>10,000</u></b>
 <b>TOTAL EXPENDITURES</b>	 <b><u>\$ 589,599</u></b>	 <b><u>\$ 687,571</u></b>	 <b><u>\$ 657,222</u></b>	 <b><u>\$ 667,180</u></b>

**CITY OF DEER PARK  
2017-2018 ANNUAL BUDGET**

**EXPENDITURE SUMMARY**

**415 - SENIOR SERVICES**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
Personnel & Related	\$ 176,128	\$ 213,289	\$ 212,460	\$ 214,470
Services	15,211	20,200	20,900	19,000
Supplies	307,138	294,900	296,700	304,200
Repairs & Maintenance	13,352	19,200	16,700	16,700
Capital Outlay	37,722	15,000	15,000	-
<b>Total Expenditures</b>	<b>\$ 549,552</b>	<b>\$ 562,589</b>	<b>\$ 561,760</b>	<b>\$ 554,370</b>

**PERSONNEL SCHEDULE**

Senior Services Supervisor	1	1	1	1
Recreation Specialist	1	1	1	1
Program Aide - Part Time	5	5	5	5
Program Leader - Part Time	1	1	1	1

**PROGRAM DESCRIPTION**

The Senior Services Department operates the Maxwell Center providing a wide variety of services to the senior adults in Deer Park.

**CITY OF DEER PARK  
2017-2018 ANNUAL BUDGET**

**415 - SENIOR SERVICES**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
<b><u>4100 PERSONNEL &amp; RELATED</u></b>				
4101 Salaries - Full Time	\$ 81,106	\$ 102,733	\$ 102,195	\$ 107,388
4102 Salaries - Part Time	61,600	53,000	60,430	58,000
4104 Salaries - Overtime	1,008	1,000	4,470	1,000
4106 Social Security/Medicare	10,759	11,943	12,500	12,666
4107 TMRS	11,581	14,838	14,805	15,693
4108 Health & Life Insurance	9,216	29,472	17,900	19,512
4109 Workers Compensation	836	213	115	166
4114 Section 125 Admin Fee	22	90	45	45
4117 Health Savings Account	-	-	-	-
<b>Total Personnel &amp; Related</b>	<b><u>176,128</u></b>	<b><u>213,289</u></b>	<b><u>212,460</u></b>	<b><u>214,470</u></b>
<b><u>4200 SERVICES</u></b>				
4231 Equipment Rentals	1,994	4,800	4,800	4,800
4244 Advertising	1,052	1,500	1,500	1,500
4250 Training & Travel	3,916	5,000	5,000	2,000
4252 Dues & Fees	367	400	400	400
4290 Contract Labor	<u>7,883</u>	<u>8,500</u>	<u>9,200</u>	<u>10,300</u>
<b>Total Services</b>	<b><u>15,211</u></b>	<b><u>20,200</u></b>	<b><u>20,900</u></b>	<b><u>19,000</u></b>
<b><u>4300 SUPPLIES</u></b>				
4301 Office Supplies	1,228	1,500	800	800
4303 Operational Supplies	291,404	286,500	289,130	296,630
4304 Data Processing Supplies	-	-	-	-
4307 Postage	-	400	-	-
4308 Small Tools & Minor Equipment	10,969	2,500	2,500	2,500
4311 Uniforms	1,126	1,000	1,770	1,770
4328 Gasoline	<u>2,412</u>	<u>3,000</u>	<u>2,500</u>	<u>2,500</u>
<b>Total Supplies</b>	<b><u>307,138</u></b>	<b><u>294,900</u></b>	<b><u>296,700</u></b>	<b><u>304,200</u></b>

**CITY OF DEER PARK  
2017-2018 ANNUAL BUDGET**

**415 - SENIOR SERVICES**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
<b><u>4400 REPAIRS &amp; MAINTENANCE</u></b>				
4401 Vehicles	2,593	3,000	3,000	3,000
4402 Machinery & Equipment	2,990	4,000	4,000	4,000
4404 Buildings	6,397	6,000	6,000	6,000
4409 Air Conditioners	1,370	3,700	3,700	3,700
4412 Grounds	<u>3</u>	<u>2,500</u>	<u>-</u>	<u>-</u>
<b>Total Repairs &amp; Maintenance</b>	<b><u>13,352</u></b>	<b><u>19,200</u></b>	<b><u>16,700</u></b>	<b><u>16,700</u></b>
<b><u>4900 CAPITAL OUTLAY</u></b>				
4902 Buildings	-	15,000	15,000	-
4903 Improvements Other Than Bldgs.	-	-	-	-
4904 Machinery & Equipment	6,663	-	-	-
4906 Automobiles & Light Trucks	<u>31,059</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Total Capital Outlay</b>	<b><u>37,722</u></b>	<b><u>15,000</u></b>	<b><u>15,000</u></b>	<b><u>-</u></b>
 <b>TOTAL EXPENDITURES</b>	 <b><u>\$ 549,552</u></b>	 <b><u>\$ 562,589</u></b>	 <b><u>\$ 561,760</u></b>	 <b><u>\$ 554,370</u></b>

**CITY OF DEER PARK  
2017-2018 ANNUAL BUDGET**

**EXPENDITURE SUMMARY**

**416 - AFTER SCHOOL ACTIVITY PROGRAM**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
Personnel & Related	\$ 231,093	\$ 266,745	\$ 225,334	\$ 266,053
Services	8,444	11,650	10,650	7,650
Supplies	52,292	78,250	80,250	80,250
Repair & Maintenance	1,633	5,000	4,000	4,000
Capital Outlay	-	32,000	5,200	31,000
<b>Total Expenditures</b>	<b>\$ 293,462</b>	<b>\$ 393,645</b>	<b>\$ 325,434</b>	<b>\$ 388,953</b>

**PERSONNEL SCHEDULE**

Afterschool Leader	0	0	0	0
Program Leader	5	5	5	5
Afterschool Aide	16	16	16	16

**PROGRAM DESCRIPTION**

The After School Activity Program (ASAP) operates during the school year only for the benefit of children who might otherwise be unsupervised during after school hours. The program offers leisure education designed to help the children develop a positive self image by learning teamwork, cooperation, improved study habits, and decision making skills.

**CITY OF DEER PARK  
2017-2018 ANNUAL BUDGET**

**416 - AFTER SCHOOL ACTIVITY PROGRAM**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
<b><u>4100 PERSONNEL &amp; RELATED</u></b>				
4102 Salaries - Part Time	\$ 208,137	\$ 240,000	\$ 202,840	\$ 240,000
4104 Salaries - Overtime	4,534	5,000	4,810	5,000
4106 Social Security/Medicare	16,269	18,628	15,900	18,743
4109 Workers Compensation	2,153	3,117	1,784	2,310
<b>Total Personnel &amp; Related</b>	<b>231,093</b>	<b>266,745</b>	<b>225,334</b>	<b>266,053</b>
<b><u>4200 SERVICES</u></b>				
4216 Mobile Telephone	1,283	750	1,350	1,350
4219 Mobile Technology	2,735	1,400	2,500	2,500
4250 Training & Travel	2,409	6,200	3,000	3,000
4251 Subscriptions	-	300	300	300
4252 Dues & Fees	16	-	500	500
4279 Software - Other	2,000	3,000	3,000	-
<b>Total Services</b>	<b>8,444</b>	<b>11,650</b>	<b>10,650</b>	<b>7,650</b>
<b><u>4300 SUPPLIES</u></b>				
4301 Office Supplies	778	3,000	3,000	3,000
4303 Operational Supplies	46,478	65,000	66,000	66,000
4308 Small Tools & Minor Equipment	300	250	1,250	1,250
4311 Uniforms	3,581	7,000	7,000	7,000
4329 Diesel	1,155	3,000	3,000	3,000
<b>Total Supplies</b>	<b>52,292</b>	<b>78,250</b>	<b>80,250</b>	<b>80,250</b>
<b><u>4400 REPAIRS &amp; MAINTENANCE</u></b>				
4401 Vehicles	1,633	5,000	4,000	4,000
<b>Total Repair &amp; Maintenance</b>	<b>1,633</b>	<b>5,000</b>	<b>4,000</b>	<b>4,000</b>
<b><u>4900 CAPITAL OUTLAY</u></b>				
4907 Large Trucks/Heavy Rolling Stock	-	32,000	-	-
4908 Lease Purchase	-	-	5,200	31,000
<b>Total Capital Outlay</b>	<b>-</b>	<b>32,000</b>	<b>5,200</b>	<b>31,000</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 293,462</b>	<b>\$ 393,645</b>	<b>\$ 325,434</b>	<b>\$ 388,953</b>

**CITY OF DEER PARK  
2017-2018 ANNUAL BUDGET**

**EXPENDITURE SUMMARY**

**417 - DRAMA**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
Personnel & Related	\$ 305,099	\$ 312,006	\$ 302,613	\$ 323,232
Services	21,464	27,550	31,920	31,920
Supplies	92,233	82,350	76,480	76,480
Repairs & Maintenance	11,471	23,600	25,100	71,600
Capital Outlay	-	7,100	7,100	-
<b>Total Expenditures</b>	<b><u>\$ 430,268</u></b>	<b><u>\$ 452,606</u></b>	<b><u>\$ 443,213</u></b>	<b><u>\$ 503,232</u></b>

**PERSONNEL SCHEDULE**

Artistic/Managing Supervisor	1	1	1	1
Technical Production Coordinator	1	1	1	1
Theater/Drama Specialist II	0	1	1	1
Theater/Drama Specialist I	1	0	0	0
Program Aide - Part-Time	2	2	2	2
Program Leader - Part-Time	1	1	1	1

**PROGRAM DESCRIPTION**

The Art Park Players is the City's community theatre offering many shows each season and participating in many City events throughout the year. Art Park Players is the only dinner theatre in the Houston area offering several dinner shows each year and many special one-night-only productions. There is also a Junior Art Park Players theatre program, which helps students gain self-confidence as they develop their creativity through participation in classes and programs.

**CITY OF DEER PARK  
2017-2018 ANNUAL BUDGET**

**417 - DRAMA**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
<b><u>4100 PERSONNEL &amp; RELATED</u></b>				
4101 Salaries - Full Time	\$ 174,594	\$ 174,352	\$ 172,616	\$ 177,997
4102 Salaries - Part Time	50,760	58,672	48,630	58,672
4104 Salaries - Overtime	6,098	3,000	3,000	3,000
4106 Social Security/Medicare	17,120	16,378	16,725	18,108
4107 TMRS	25,469	24,531	25,850	25,974
4108 Health & Life Insurance	29,782	33,348	34,810	38,076
4109 Workers Compensation	1,275	1,725	982	1,405
4117 Health Savings Account	-	-	-	-
<b>Total Personnel &amp; Related</b>	<b><u>305,099</u></b>	<b><u>312,006</u></b>	<b><u>302,613</u></b>	<b><u>323,232</u></b>
<b><u>4200 SERVICES</u></b>				
4216 Mobile Telephone	512	600	720	720
4231 Equipment Rental	3,179	4,200	4,200	4,200
4232 Building Rental	1,818	-	4,000	4,000
4244 Advertising	2,910	2,500	2,500	2,500
4250 Training & Travel	968	2,200	2,200	2,200
4251 Subscriptions	234	50	300	300
4252 Dues & Fees	1,924	12,000	12,000	12,000
4290 Contract Labor	9,918	6,000	6,000	6,000
4295 Outside Services	-	-	-	-
<b>Total Services</b>	<b><u>21,464</u></b>	<b><u>27,550</u></b>	<b><u>31,920</u></b>	<b><u>31,920</u></b>
<b><u>4300 SUPPLIES</u></b>				
4301 Office Supplies	1,014	2,000	1,500	1,500
4303 Operational Supplies	84,512	74,500	70,030	70,030
4304 Data Processing Supplies	134	500	-	-
4307 Postage	-	500	100	100
4308 Small Tools & Minor Equipment	4,858	3,850	3,850	3,850
4311 Uniforms	1,715	1,000	1,000	1,000
<b>Total Supplies</b>	<b><u>92,233</u></b>	<b><u>82,350</u></b>	<b><u>76,480</u></b>	<b><u>76,480</u></b>

**CITY OF DEER PARK  
2017-2018 ANNUAL BUDGET**

**417 - DRAMA**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
<b><u>4400 REPAIRS &amp; MAINTENANCE</u></b>				
4401 Vehicles	353	500	500	500
4402 Machinery & Equipment	191	500	500	500
4403 Computer Equipment	-	100	100	100
4404 Buildings	9,187	20,500	20,500	64,000
4409 Air Conditioners	<u>1,740</u>	<u>2,000</u>	<u>3,500</u>	<u>6,500</u>
<b>Total Repairs &amp; Maintenance</b>	<b><u>11,471</u></b>	<b><u>23,600</u></b>	<b><u>25,100</u></b>	<b><u>71,600</u></b>
<b><u>4900 CAPITAL OUTLAY</u></b>				
4902 Buildings	-	7,100	7,100	-
4904 Machinery & Equipment	-	-	-	-
4906 Automobiles & Light Trucks	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Total Capital Outlay</b>	<b><u>-</u></b>	<b><u>7,100</u></b>	<b><u>7,100</u></b>	<b><u>-</u></b>
 <b>TOTAL EXPENDITURES</b>	 <b><u>\$ 430,268</u></b>	 <b><u>\$ 452,606</u></b>	 <b><u>\$ 443,213</u></b>	 <b><u>\$ 503,232</u></b>

**CITY OF DEER PARK  
2017-2018 ANNUAL BUDGET**

**EXPENDITURE SUMMARY**

**420 - LIBRARY**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
Personnel & Related	\$ 766,408	\$ 855,534	\$ 789,858	\$ 895,423
Services	50,264	57,759	56,130	60,957
Supplies	140,650	157,628	151,643	154,148
Repairs & Maintenance	13,521	12,200	11,000	12,200
Capital Outlay	26,570	39,211	39,211	-
<b>Total Expenditures</b>	<b>\$ 997,413</b>	<b>\$ 1,122,332</b>	<b>\$ 1,047,842</b>	<b>\$ 1,122,728</b>

**PERSONNEL SCHEDULE**

Library Director	1	1	1	1
Asst. Library Director - Adult Services	1	1	1	1
Librarian - Children's	1	1	1	1
Assistant Children's Librarian	1	1	1	1
Library Technical Services Supervisor	1	1	1	1
Library Assistant	1	1	1	1
Administrative Assistant	1	1	1	1
Clerk	4	4	4	4
Library Page - Part-time	3	3	3	3
Part-time Library Clerk	1	1	1	1
Reference Librarian - Part-time	2	2	2	2

**PROGRAM DESCRIPTION**

In addition to the basic library services of circulating books, audio books, and DVDs, the Library provides computers and laptops for the public to access the Internet along with other electronic resources and Microsoft Office. Services such as reference, referral and interlibrary loan are also available. Special programs for children include the Summer Reading/Read to Me Program, story time for toddlers and preschoolers, family films, crafts and tours of the library. Programs for older children include pre-teen craft, Teen Summer Reading Program, Thursday Movie Matinee, and Teen Tech. Adult programming includes computer classes, Tuesday crochet class, Adult Summer Reading Program, and Mystery Book Club.

Deer Park Public Library is accredited by the Texas State Library and Archives Commission.

**CITY OF DEER PARK  
2017-2018 ANNUAL BUDGET**

**420 - LIBRARY**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
<b><u>4100 PERSONNEL &amp; RELATED</u></b>				
4101 Salaries - Full Time	\$ 511,255	\$ 539,923	\$ 523,710	\$ 579,181
4102 Salaries - Part Time	55,814	78,670	60,000	78,670
4104 Salaries - Overtime	272	1,000	250	1,000
4106 Social Security/Medicare	41,978	46,435	43,200	49,983
4107 TMRS	72,234	77,053	73,525	83,844
4108 Health & Life Insurance	82,668	110,160	86,085	99,960
4109 Workers Compensation	648	868	491	760
4114 Section 125 Admin Fee	133	180	97	135
4117 Health Savings Account	1,406	1,245	2,500	1,890
<b>Total Personnel &amp; Related</b>	<b><u>766,408</u></b>	<b><u>855,534</u></b>	<b><u>789,858</u></b>	<b><u>895,423</u></b>
<b><u>4200 SERVICES</u></b>				
4216 Mobile Telephone	625	2,289	2,289	2,289
4219 Mobile Technology	722	-	-	-
4250 Training & Travel	2,110	6,000	5,000	6,000
4251 Subscriptions	37,362	38,600	38,000	39,800
4252 Dues & Fees	1,172	2,369	2,357	3,367
4255 Community/Employee Affairs	669	400	400	400
4279 Software - Other	3,438	3,601	3,601	3,601
4290 Contract Labor	4,167	4,500	4,483	5,500
<b>Total Services</b>	<b><u>50,264</u></b>	<b><u>57,759</u></b>	<b><u>56,130</u></b>	<b><u>60,957</u></b>
<b><u>4300 SUPPLIES</u></b>				
4301 Office Supplies	2,570	3,000	3,000	3,000
4303 Operational Supplies	39,068	46,393	43,793	46,393
4304 Data Processing Supplies	17,272	18,175	17,100	19,035
4305 Printing	-	-	-	1,000
4306 Copy Charges	1,946	3,500	2,000	2,750
4307 Postage	1,226	2,000	1,850	2,250
4308 Small Tools & Minor Equipment	1,667	7,060	6,400	1,720
4311 Uniforms	-	-	-	500
4348 Books	76,902	77,500	77,500	77,500
<b>Total Supplies</b>	<b><u>140,650</u></b>	<b><u>157,628</u></b>	<b><u>151,643</u></b>	<b><u>154,148</u></b>

**CITY OF DEER PARK  
2017-2018 ANNUAL BUDGET**

**420 - LIBRARY**

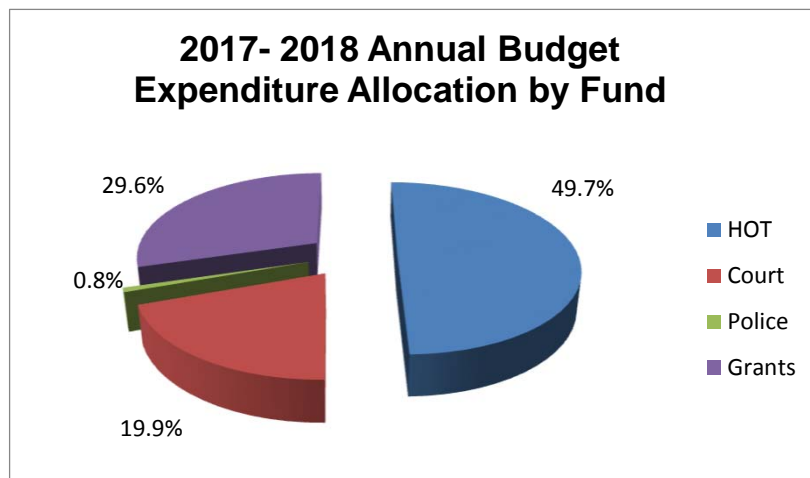
DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
<b><u>4400 REPAIRS &amp; MAINTENANCE</u></b>				
4402 Machinery & Equipment	355	-	-	-
4404 Buildings	5,385	8,200	7,000	8,200
4409 Air Conditioners	<u>7,781</u>	<u>4,000</u>	<u>4,000</u>	<u>4,000</u>
<b>Total Repairs &amp; Maintenance</b>	<b><u>13,521</u></b>	<b><u>12,200</u></b>	<b><u>11,000</u></b>	<b><u>12,200</u></b>
<b><u>4900 CAPITAL OUTLAY</u></b>				
4904 Machinery & Equipment	<u>26,570</u>	<u>39,211</u>	<u>39,211</u>	<u>-</u>
<b>Total Capital Outlay</b>	<b><u>26,570</u></b>	<b><u>39,211</u></b>	<b><u>39,211</u></b>	<b><u>-</u></b>
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 997,413</u></b>	<b><u>\$ 1,122,332</u></b>	<b><u>\$ 1,047,842</u></b>	<b><u>\$ 1,122,728</u></b>

**CITY OF DEER PARK  
2017 - 2018 ANNUAL BUDGET  
SPECIAL REVENUE FUNDS REVENUES & RESOURCES**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROJECTED 17-18
<b><u>Tax Revenue</u></b>				
3123 Hotel/Motel Taxes	\$ 679,542	\$ 684,564	\$ 623,512	\$ 620,091
<b>Total Tax Revenue</b>	<b>679,542</b>	<b>684,564</b>	<b>623,512</b>	<b>620,091</b>
<b><u>Fines</u></b>				
3315 Court Security Fee	40,009	35,000	38,343	35,000
3316 Judicial Fee	7,983	7,200	7,659	7,200
3317 Child Safety Fee	54,459	45,000	42,000	40,000
3318 TTPJI Fee	6,839	6,300	6,692	6,300
3319 Court Technology Fee	53,340	48,000	51,124	49,000
3320 Juvenile Case Manager Fee	79,077	60,000	63,731	60,000
<b>Total Fines</b>	<b>241,707</b>	<b>201,500</b>	<b>209,549</b>	<b>197,500</b>
<b><u>User Fees</u></b>				
3521 School Crossing Guards	100,738	120,000	110,000	110,000
3525 DPISD Officer Program	162,613	-	-	-
<b>Total User Fees</b>	<b>263,352</b>	<b>120,000</b>	<b>110,000</b>	<b>110,000</b>
<b><u>Other Revenue</u></b>				
3620 Investments	55	-	-	-
<b>Total Other Revenue</b>	<b>55</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b><u>Special Revenue</u></b>				
3812 Forfeitures	16,804	1,000	2,100	1,000
3631 Miscellaneous Revenue	-	-	-	-
3833 Economic Alliance - Gateway Project	-	-	-	-
3834 H-GAC - Gateway Project	25,000	-	-	-
3842 TPWD - Outdoor Grant	10,859	-	-	-
3843 TPWD - Wetlands	-	365,500	5,915	359,585
3844 TPWD - Hike & Bike Trails	-	170,000	-	170,000
<b>Total Special Revenue</b>	<b>52,663</b>	<b>536,500</b>	<b>8,015</b>	<b>530,585</b>
<b>Total Current Revenue</b>	<b>1,237,318</b>	<b>1,542,564</b>	<b>951,076</b>	<b>1,458,176</b>
<b><u>Prior Year Revenue</u></b>				
3640 Prior Year Revenue - Hotel/Motel	-	143,722	208,224	266,741
3640 Prior Year Revenue - Police	-	10,950	9,850	13,403
3640 Prior Year Revenue - Court	31,101	49,855	37,565	52,310
<b>Total Prior Year Revenue</b>	<b>31,101</b>	<b>204,527</b>	<b>255,639</b>	<b>332,454</b>
<b>Total Revenue</b>	<b>\$ 1,268,419</b>	<b>\$ 1,747,091</b>	<b>\$ 1,206,715</b>	<b>\$ 1,790,630</b>

**CITY OF DEER PARK  
2017-2018 ANNUAL BUDGET  
SPECIAL REVENUE FUND EXPENDITURE SUMMARY**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
General - Hotel Tax	\$ 186,093	\$ 292,000	\$ 292,000	\$ 353,500
City Promotion - Hotel Tax	202,023	258,382	252,332	279,032
Arts Program - Hotel Tax	129,812	168,680	168,680	161,000
Historical - Hotel Tax	21,115	99,500	109,000	83,300
Civic Center - Hotel Tax	20,269	9,724	9,724	10,000
Municipal Court Fund	515,410	362,858	339,033	355,748
Police Forfeiture	6,859	11,950	11,950	14,403
Grants	<u>14,500</u>	<u>535,500</u>	<u>5,915</u>	<u>529,585</u>
<b>Total Expenditures</b>	<b><u>\$ 1,096,081</u></b>	<b><u>\$ 1,738,594</u></b>	<b><u>\$ 1,188,634</u></b>	<b><u>\$ 1,786,568</u></b>



**City of Deer Park  
Special Revenue Fund  
Hotel / Motel**

**HOTEL / MOTEL TAX**

The City of Deer Park has adopted a hotel occupancy tax in accordance with the Texas Tax Code. The Tax Code provides that cities may elect to impose a rate not to exceed seven percent (7%) of the price paid for a room that costs \$2 or more each day that is ordinarily used for sleeping. The use of local hotel occupancy revenue is restricted to expenditures that enhance and promote tourism and the convention and hotel industry.

**CITY OF DEER PARK  
2017 - 2018 ANNUAL BUDGET  
HOTEL / MOTEL TAX FUND**

<b>HOTEL</b>	<b>ACTUAL 15-16</b>	<b>BUDGET 16-17</b>	<b>ESTIMATED 16-17</b>	<b>PROJECTED 17-18</b>
<b><u>Tax Revenue</u></b>				
3123 Hotel/Motel Taxes	\$ 663,147	\$ 684,564	\$ 623,512	\$ 620,091
3631 Miscellaneous Revenue	<u>16,395</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Total Tax Revenue</b>	<b><u>679,542</u></b>	<b><u>684,564</u></b>	<b><u>623,512</u></b>	<b><u>620,091</u></b>
3640 Prior Year Revenue - Hotel/Motel	<u>-</u>	<u>143,722</u>	<u>208,224</u>	<u>266,741</u>
<b>Prior Year Revenue</b>	<b><u>-</u></b>	<b><u>143,722</u></b>	<b><u>208,224</u></b>	<b><u>266,741</u></b>
<b>Total Revenue</b>	<b><u>\$ 679,542</u></b>	<b><u>\$ 828,286</u></b>	<b><u>\$ 831,736</u></b>	<b><u>\$ 886,832</u></b>

**CITY OF DEER PARK  
2017-2018 ANNUAL BUDGET  
HOTEL/MOTEL TAX FUND EXPENDITURE SUMMARY**

DEPARTMENT		ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
601	General - Hotel Tax	\$ 186,093	\$ 292,000	\$ 292,000	\$ 353,500
602	City Promotion - Hotel Tax	202,023	258,382	252,332	279,032
603	Arts Program - Hotel Tax	129,812	168,680	168,680	161,000
605	General - Historical	21,115	99,500	109,000	83,300
606	Civic Center	<u>20,269</u>	<u>9,724</u>	<u>9,724</u>	<u>10,000</u>
<b>TOTAL EXPENDITURES</b>		<b><u>\$ 559,313</u></b>	<b><u>\$ 828,286</u></b>	<b><u>\$ 831,736</u></b>	<b><u>\$ 886,832</u></b>

**CITY OF DEER PARK  
HOTEL/MOTEL TAX FUND  
2017-2018 ANNUAL BUDGET**

**EXPENDITURE SUMMARY**

**601 - EVENTS - HOTEL TAX**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
Services	\$ -	\$ -	\$ -	\$ -
Supplies	158,104	280,000	280,000	341,500
Other Operating Expenditures	8,554	12,000	12,000	12,000
Capital Outlay	19,435	-	-	-
<b>Total Expenditures</b>	<b>\$ 186,093</b>	<b>\$ 292,000</b>	<b>\$ 292,000</b>	<b>\$ 353,500</b>

**PROGRAM DESCRIPTION**

This portion of hotel/motel tax is used for the general promotion of tourism within the City of Deer Park.

**CITY OF DEER PARK  
HOTEL/MOTEL TAX FUND  
2017-2018 ANNUAL BUDGET**

**601 - EVENTS - HOTEL TAX**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
<b><u>4200 SERVICES</u></b>				
4215 Utilities Telephone	\$ -	\$ -	\$ -	\$ -
4216 Mobile Telephone	-	-	-	-
4218 Utilities Cable	-	-	-	-
4232 Building Rental	-	-	-	-
4239 Audit Fee	-	-	-	-
4244 Advertising	-	-	-	-
4250 Training & Travel	-	-	-	-
4252 Dues & Fees	-	-	-	-
4279 Software - Other	-	-	-	-
4290 Contract Labor	-	-	-	-
<b>Total Services</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b><u>4300 SUPPLIES</u></b>				
4303 Operational Supplies	85,427	80,000	80,000	95,000
4308 Small Tools & Minor Equipment	72,677	200,000	200,000	246,500
<b>Total Supplies</b>	<b>158,104</b>	<b>280,000</b>	<b>280,000</b>	<b>341,500</b>
<b><u>4500 OTHER OPERATING EXP.</u></b>				
4530 Operating Transfers	8,554	12,000	12,000	12,000
<b>Total Other Operating Expenditures</b>	<b>8,554</b>	<b>12,000</b>	<b>12,000</b>	<b>12,000</b>
<b><u>4900 CAPITAL OUTLAY</u></b>				
4904 Machinery & Equipment	19,435	-	-	-
<b>Total Capital Outlay</b>	<b>19,435</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 186,093</b>	<b>\$ 292,000</b>	<b>\$ 292,000</b>	<b>\$ 353,500</b>

**CITY OF DEER PARK**  
**HOTEL/MOTEL TAX FUND**  
**2017-2018 ANNUAL BUDGET**

**EXPENDITURE SUMMARY**

**602 - CITY PROMOTION - HOTEL TAX**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
Services	\$ 93,603	\$ 134,582	\$ 128,582	\$ 139,582
Supplies	9,629	4,300	4,250	14,600
Other Operating Expenses	<u>98,791</u>	<u>119,500</u>	<u>119,500</u>	<u>124,850</u>
<b>Total Expenditures</b>	<b><u>\$ 202,023</u></b>	<b><u>\$ 258,382</u></b>	<b><u>\$ 252,332</u></b>	<b><u>\$ 279,032</u></b>

**PROGRAM DESCRIPTION**

This portion of hotel/motel tax is used for advertising and marketing efforts to promote tourism and attract visitors to the City of Deer Park.

**CITY OF DEER PARK  
HOTEL/MOTEL TAX FUND  
2017-2018 ANNUAL BUDGET**

**602 - CITY PROMOTION - HOTEL TAX**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
<b><u>4200 SERVICES</u></b>				
4216 Mobile Telephone	\$ 805	\$ 850	\$ 850	\$ 850
4219 Mobile Technology	3,357	7,032	7,032	7,032
4232 Building Rental	7,200	7,200	7,200	7,200
4239 Audit Fee	4,622	6,000		
4244 Advertising	64,041	75,000	75,000	85,000
4250 Training & Travel	3,059	5,500	5,500	6,000
4252 Dues & Fees	10,455	11,000	11,000	11,500
4279 Software - Other	64	-		
4290 Contract Labor	-	22,000	22,000	22,000
<b>Total Services</b>	<b><u>93,603</u></b>	<b><u>134,582</u></b>	<b><u>128,582</u></b>	<b><u>139,582</u></b>
<b><u>4300 SUPPLIES</u></b>				
4303 Operational Supplies	268	100	200	300
4305 Printing	6,457	200	250	10,300
4307 Postage	1,140	3,500	3,500	3,500
4308 Small Tools & Minor Equipment	1,763	500	300	500
<b>Total Supplies</b>	<b><u>9,629</u></b>	<b><u>4,300</u></b>	<b><u>4,250</u></b>	<b><u>14,600</u></b>
<b><u>4500 OTHER OPERATING EXP.</u></b>				
4530 Operating Transfers	98,791	119,500	119,500	124,850
<b>Total Other Operating Expenditures</b>	<b><u>98,791</u></b>	<b><u>119,500</u></b>	<b><u>119,500</u></b>	<b><u>124,850</u></b>
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 202,023</u></b>	<b><u>\$ 258,382</u></b>	<b><u>\$ 252,332</u></b>	<b><u>\$ 279,032</u></b>

**CITY OF DEER PARK  
HOTEL/MOTEL TAX FUND  
2017-2018 ANNUAL BUDGET**

**EXPENDITURE SUMMARY**

**603 - ARTS PROGRAM - HOTEL TAX**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
Supplies	\$ -	\$ -	\$ -	\$ -
Supplies	76,578	131,680	131,680	85,000
Repairs & Maintenance	-	-	-	-
Other Operating Expenditures	37,000	37,000	37,000	37,000
Capital Outlay	16,234	-	-	39,000
<b>Total Expenditures</b>	<b>\$ 129,812</b>	<b>\$ 168,680</b>	<b>\$ 168,680</b>	<b>\$ 161,000</b>

**PROGRAM DESCRIPTION**

This portion of hotel/motel tax is used for the promotion of the arts within the City of Deer Park.

**CITY OF DEER PARK  
HOTEL/MOTEL TAX FUND  
2017-2018 ANNUAL BUDGET**

**603 - ARTS PROGRAM - HOTEL TAX**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
<b><u>4200 SERVICES</u></b>				
4290 Contract Labor	\$ -	\$ -	\$ -	\$ -
<b>Total Services</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b><u>4300 SUPPLIES</u></b>				
4303 Operational Supplies	60,000	70,000	70,000	70,000
4308 Small Tools & Minor Equipment	<u>16,578</u>	<u>61,680</u>	<u>61,680</u>	<u>15,000</u>
<b>Total Supplies</b>	<u><b>76,578</b></u>	<u><b>131,680</b></u>	<u><b>131,680</b></u>	<u><b>85,000</b></u>
<b><u>4400 REPAIRS &amp; MAINTENANCE</u></b>				
4404 Buildings	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Total Repairs &amp; Maintenance</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b><u>4500 OTHER OPERATING EXP.</u></b>				
4530 Operating Transfers	<u>37,000</u>	<u>37,000</u>	<u>37,000</u>	<u>37,000</u>
<b>Total Other Operating Expenditures</b>	<u><b>37,000</b></u>	<u><b>37,000</b></u>	<u><b>37,000</b></u>	<u><b>37,000</b></u>
<b><u>4900 CAPITAL OUTLAY</u></b>				
4903 Improvements Other Than Bldgs.	16,234	-	-	
4904 Machinery & Equipment	<u>-</u>	<u>-</u>	<u>-</u>	<u>39,000</u>
<b>Total Capital Outlay</b>	<u><b>16,234</b></u>	<u><b>-</b></u>	<u><b>-</b></u>	<u><b>39,000</b></u>
<b>TOTAL EXPENDITURES</b>	<u><b>\$ 129,812</b></u>	<u><b>\$ 168,680</b></u>	<u><b>\$ 168,680</b></u>	<u><b>\$ 161,000</b></u>

**CITY OF DEER PARK  
HOTEL/MOTEL TAX FUND  
2017-2018 ANNUAL BUDGET**

**EXPENDITURE SUMMARY**

**605 - GENERAL - HISTORICAL**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
Services	\$ 11,670	\$ 5,000	\$ 20,000	\$ 6,800
Supplies	1,005	84,500	79,000	60,500
Repairs & Maintenance	2,100	10,000	10,000	16,000
Capital Outlay	6,340	-	-	-
<b>Total Expenditures</b>	<b>\$ 21,115</b>	<b>\$ 99,500</b>	<b>\$ 109,000</b>	<b>\$ 83,300</b>

**PROGRAM DESCRIPTION**

This portion of hotel/motel tax is used for projects recommended by the Historical and Tourism Committee.  
The City Council approves all projects.

**CITY OF DEER PARK  
HOTEL/MOTEL TAX FUND  
2017-2018 ANNUAL BUDGET**

**605 - GENERAL - HISTORICAL**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
<b><u>4200 SERVICES</u></b>				
4244 Advertising	\$ 4,372	\$ -	\$ -	\$ -
4250 Training & Travel	-	-	-	-
4290 Contract Labor	<u>7,298</u>	<u>5,000</u>	<u>20,000</u>	<u>6,800</u>
<b>Total Services</b>	<b><u>11,670</u></b>	<b><u>5,000</u></b>	<b><u>20,000</u></b>	<b><u>6,800</u></b>
<b><u>4300 SUPPLIES</u></b>				
4303 Operational Supplies	505	76,500	71,000	47,500
4305 Printing	500	-	-	-
4308 Small Tools & Minor Equipment	<u>-</u>	<u>8,000</u>	<u>8,000</u>	<u>13,000</u>
<b>Total Supplies</b>	<b><u>1,005</u></b>	<b><u>84,500</u></b>	<b><u>79,000</u></b>	<b><u>60,500</u></b>
<b><u>4400 REPAIRS &amp; MAINTENANCE</u></b>				
4404 Buildings	-	5,000	2,000	8,000
4412 Grounds	<u>2,100</u>	<u>5,000</u>	<u>8,000</u>	<u>8,000</u>
<b>Total Repairs &amp; Maintenance</b>	<b><u>2,100</u></b>	<b><u>10,000</u></b>	<b><u>10,000</u></b>	<b><u>16,000</u></b>
<b><u>4900 CAPITAL OUTLAY</u></b>				
4903 Improvements Other Than Bldgs.	<u>6,340</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Total Capital Outlay</b>	<b><u>6,340</u></b>	<b><u>-</u></b>	<b><u>-</u></b>	<b><u>-</u></b>
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 21,115</u></b>	<b><u>\$ 99,500</u></b>	<b><u>\$ 109,000</u></b>	<b><u>\$ 83,300</u></b>

**CITY OF DEER PARK  
HOTEL/MOTEL TAX FUND  
2017-2018 ANNUAL BUDGET**

**EXPENDITURE SUMMARY**

**606 - CIVIC CENTER**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
Supplies	\$ -	\$ -	\$ -	\$ 10,000
Supplies	4,840	-	-	-
Repair & Maintenance	-	9,724	9,724	-
Capital Outlay	15,429	-	-	-
<b>Total Expenditures</b>	<b>\$ 20,269</b>	<b>\$ 9,724</b>	<b>\$ 9,724</b>	<b>\$ 10,000</b>

**PROGRAM DESCRIPTION**

This portion of hotel/motel tax is used to fund the establishment, improvement, and maintenance of a civic center and/or visitor information center within the City of Deer Park.

**CITY OF DEER PARK  
HOTEL/MOTEL TAX FUND  
2017-2018 ANNUAL BUDGET**

**606 - CIVIC CENTER**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
<b><u>4200 SERVICES</u></b>				
4240 Consultant Fees	\$ -	\$ -	\$ -	\$ 10,000
<b>Total Services</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>10,000</u>
<b><u>4300 SUPPLIES</u></b>				
4308 Small Tools & Minor Equipment	\$ 4,840	\$ -	\$ -	\$ -
<b>Total Supplies</b>	<u>4,840</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b><u>4400 REPAIRS &amp; MAINTENANCE</u></b>				
4404 Buildings	-	9,724	9,724	-
<b>Total Repairs &amp; Maintenance</b>	<u>-</u>	<u>9,724</u>	<u>9,724</u>	<u>-</u>
<b><u>4900 CAPITAL OUTLAY</u></b>				
4902 Buildings	-	-	-	-
4903 Improvements Other Than Bldgs.	-	-	-	-
4904 Machinery & Equipment	15,429	-	-	-
4914 Storm Drainage	-	-	-	-
4941 Consulting Engineer Fee	-	-	-	-
4942 Consulting Architect Fee	-	-	-	-
<b>Total Capital Outlay</b>	<u>15,429</u>	<u>-</u>	<u>-</u>	<u>-</u>
 <b>TOTAL EXPENDITURES</b>	 <u><u>\$ 20,269</u></u>	 <u><u>\$ 9,724</u></u>	 <u><u>\$ 9,724</u></u>	 <u><u>\$ 10,000</u></u>

**CITY OF DEER PARK**  
**2016-2017 ANNUAL BUDGET**  
**HOTEL/MOTEL TAX FUND EXPENDITURE SUMMARY**

DEPARTMENT / DESCRIPTION	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
<u>601 - General - Hotel Tax</u>			
Special Event - Reindeer Park	\$ 70,000	\$ 70,000	\$ 85,000
San Jacinto Day Festival and Battle Reenactment	10,000	10,000	10,000
Christmas Light Decorations - City Buildings	-	-	36,500
Funding for PT Administrative Aide (50% of salary)	12,000	12,000	12,000
Wayfinding Signage	200,000	200,000	210,000
<u>602 - City Promotion - Hotel Tax</u>			
Economic Alliance Contract	22,000	22,000	22,000
Advertising/Promotions Expenses	75,000	75,000	85,000
Brochures	-	-	10,000
Funding for PR/Marketing Specialist	85,000	85,000	90,350
Funding for PT Receptionist(s) at Visitors Center	17,250	17,250	17,250
Funding for PT Digital Media Specialist	17,250	17,250	17,250
Audit Services for 2 Hotels (Muni Services)	6,000	-	-
Office space rental (PR/Market. Spec./Visitors Center)	7,200	7,200	7,200
Mobile telephone charges	850	850	850
Mobile Technology	7,032	7,032	7,032
Travel & training (PR/Marketing Spec.)	5,500	5,500	6,000
Dues & fees (PR/Marketing Spec.)	11,000	11,000	11,500
Operational Supplies	100	200	300
Printing Supplies	200	250	300
Furniture (PR/Marketing Spec. & Visitors Center)	500	300	500
Postage (PR/Marketing Spec.)	3,500	3,500	3,500
<u>603 - Arts Program</u>			
Working Capital for Theatre Productions	70,000	70,000	70,000
Funding for Theatre/Drama Specialist (50% salary)	20,000	20,000	20,000
Funding for PT Staff @ Theatre (salary)	17,000	17,000	17,000
Wireless Intercom Replacement	26,000	26,000	-
Microphone Earpieces	11,680	11,680	-
Moving Light Bar	24,000	24,000	-
Wireless Microphone System	-	-	39,000
Shop Tools	-	-	15,000

**CITY OF DEER PARK  
2016-2017 ANNUAL BUDGET  
HOTEL/MOTEL TAX FUND EXPENDITURE SUMMARY**

<b>DEPARTMENT / DESCRIPTION</b>	<b>BUDGET 16-17</b>	<b>ESTIMATED 16-17</b>	<b>PROPOSED 17-18</b>
<u>605 - Historical</u>			
Expenditures for Cabin/Grounds	10,000	10,000	16,000
Historical Preservation Supplies	1,500	1,000	2,500
Historical Preservation Activities	5,000	20,000	6,800
125th Year Anniversary Celebration	75,000	70,000	45,000
Cabinets	8,000	8,000	13,000
<u>606 - Civic Center (JBAC)</u>			
Architectural Consultant (Programming)	-	-	10,000
Fire Sprinkler Repairs (JBAC)	9,724	9,724	-
<b>TOTAL PROPOSED EXPENDITURES</b>	<b>\$ 828,286</b>	<b>\$ 831,736</b>	<b>\$ 886,832</b>

**CITY OF DEER PARK  
2017 - 2018 ANNUAL BUDGET  
MUNICIPAL COURT FUND REVENUES & RESOURCES**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROJECTED 17-18
<b><u>Fines</u></b>				
3315 Court Security Fee	\$ 40,009	\$ 35,000	38,343	35,000
3316 Judicial Fee	7,983	7,200	7,659	7,200
3317 Child Safety Fee	54,459	45,000	42,000	40,000
3318 TTPJI Fee	6,839	6,300	6,692	6,300
3319 Court Technology Fee	53,340	48,000	51,124	49,000
3320 Juvenile Case Manager Fee	79,077	60,000	63,731	60,000
<b>Total Fines</b>	<b>241,707</b>	<b>201,500</b>	<b>209,549</b>	<b>197,500</b>
<b><u>User Fees</u></b>				
3521 School Crossing Guards	100,738	120,000	110,000	110,000
3525 DPISD Officer Program	162,613	-	-	-
<b>Total User Fees</b>	<b>263,352</b>	<b>120,000</b>	<b>110,000</b>	<b>110,000</b>
<b>Total Current Revenue</b>	<b>505,058</b>	<b>321,500</b>	<b>319,549</b>	<b>307,500</b>
<b><u>Prior Year Revenue</u></b>				
3640 Court Security Fee	-	10,671	5,897	10,422
3640 Judicial Fee	-	1,200	738	1,200
3640 Child Safety Fee	21,941	-	-	-
3640 TTPJI Fee	276	-	-	1,200
3640 Court Technology Fee	8,884	13,834	10,511	14,135
3640 Juvenile Case Manager Fee	-	24,150	20,419	25,353
<b>Total Prior Year Revenue</b>	<b>31,101</b>	<b>49,855</b>	<b>37,565</b>	<b>52,310</b>
<b>Total Revenue</b>	<b>\$ 536,159</b>	<b>\$ 371,355</b>	<b>\$ 357,114</b>	<b>\$ 359,810</b>

**CITY OF DEER PARK  
2017-2018 ANNUAL BUDGET  
MUNICIPAL COURT FUND EXPENDITURE SUMMARY**

DEPARTMENT		ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
104	Security Fee	\$ 27,668	\$ 45,119	\$ 44,879	\$ 45,422
	Judical Fee	7,751	8,400	8,400	8,400
	Child Safety Fee	339,751	157,105	142,396	145,938
	Court Technology	62,224	61,834	54,558	63,135
	Juvenile Case Manager Fee	70,900	84,150	84,150	85,353
	TTPJI Fee	<u>7,115</u>	<u>6,250</u>	<u>4,650</u>	<u>7,500</u>
<b>TOTAL EXPENDITURES</b>		<b><u>\$ 515,410</u></b>	<b><u>\$ 362,858</u></b>	<b><u>\$ 339,033</u></b>	<b><u>\$ 355,748</u></b>

**CITY OF DEER PARK  
MUNICIPAL COURT FUND  
2017-2018 ANNUAL BUDGET**

**EXPENDITURE SUMMARY**

**SECURITY FEE**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
Services	\$ 656	\$ 1,100	\$ 860	\$ 1,110
Supplies	1,266	-	-	-
Other Operating Expenditures	25,746	44,019	44,019	44,312
<b>Total Expenditures</b>	<b>\$ 27,668</b>	<b>\$ 45,119</b>	<b>\$ 44,879</b>	<b>\$ 45,422</b>

**PROGRAM DESCRIPTION**

Art.102.017 COURT COSTS; COURTHOUSE SECURITY FUND; MUNICIPAL COURT BUILDING SECURITY FUND; JUSTICE COURT BUILDING SECURITY FUND.

(d) Except as provided by Subsection (d-1), the clerks of the respective courts shall collect the costs and pay them to the county or municipal treasurer, as appropriate, or to any other official who discharges the duties commonly delegated to the county or municipal treasurer, as appropriate, for deposit in a fund to be known as the courthouse security fund or a fund to be known as the municipal court building security fund, as appropriate. A fund designated by this subsection may be used only to finance security personnel for a district, county, justice or municipal court, as appropriate, or to finance items when used for the purpose of providing security services for buildings housing a district, county, justice, or municipal court, as appropriate, including:

- (1) the purchase or repair of X-ray machines and conveying systems;
- (2) handheld metal detectors;
- (3) walkthrough metal detectors;
- (4) identification cards and systems;
- (5) electronic locking and surveillance equipment;
- (6) bailiffs, deputy sheriffs, deputy constables, or contract security personnel during times when they are providing appropriate security services;
- (7) signage;
- (8) confiscated weapon inventory and tracking systems;
- (9) locks, chains, alarms, or similar security devices;
- (10) the purchase or repair of bullet-proof glass; and
- (11) continuing education on security issues for court personnel and security personnel.

**CITY OF DEER PARK  
MUNICIPAL COURT FUND  
2017-2018 ANNUAL BUDGET**

**SECURITY FEE**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
<b><u>4200 SERVICES</u></b>				
4250 Training & Travel	\$ -	\$ 500	\$ 250	\$ 500
4252 Dues & Fees	656	600	610	610
<b>Total Services</b>	<b>656</b>	<b>1,100</b>	<b>860</b>	<b>1,110</b>
<b><u>4300 SUPPLIES</u></b>				
4308 Small Tools & Minor Equipment	1,266	-	-	-
<b>Total Supplies</b>	<b>1,266</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b><u>4500 OTHER OPERATING EXP.</u></b>				
4530 Operating Transfers	25,746	44,019	44,019	44,312
<b>Total Other Operating Expenditures</b>	<b>25,746</b>	<b>44,019</b>	<b>44,019</b>	<b>44,312</b>
 <b>TOTAL EXPENDITURES</b>	 <b>\$ 27,668</b>	 <b>\$ 45,119</b>	 <b>\$ 44,879</b>	 <b>\$ 45,422</b>

**CITY OF DEER PARK  
MUNICIPAL COURT FUND  
2017-2018 ANNUAL BUDGET**

**EXPENDITURE SUMMARY**

**JUDICIAL FEE**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
Personnel & Related	\$ 7,751	\$ 8,400	\$ 8,400	\$ 8,400
<b>Total Expenditures</b>	<b>\$ 7,751</b>	<b>\$ 8,400</b>	<b>\$ 8,400</b>	<b>\$ 8,400</b>

**PROGRAM DESCRIPTION**

Sec. 133.105. FEE FOR SUPPORT OF COURT-RELATED PURPOSES.

(b) The treasurer shall deposit 60 cents of each fee collected under this section in the general fund of the municipality or county to promote the efficient operation of the municipal or county courts and the investigation prosecution, and enforcement of offenses that are within the jurisdiction of the courts.

**CITY OF DEER PARK  
MUNICIPAL COURT FUND  
2017-2018 ANNUAL BUDGET**

**JUDICIAL FEE**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
<b><u>4100 PERSONNEL &amp; RELATED</u></b>				
4106 Social/Security Medicare	\$ 551	\$ 600	\$ 600	\$ 600
4116 Public Official Compensation	<u>7,200</u>	<u>7,800</u>	<u>7,800</u>	<u>7,800</u>
<b>Total Personnel &amp; Related</b>	<u><b>7,751</b></u>	<u><b>8,400</b></u>	<u><b>8,400</b></u>	<u><b>8,400</b></u>
 <b>TOTAL EXPENDITURES</b>	 <u><u><b>\$ 7,751</b></u></u>	 <u><u><b>\$ 8,400</b></u></u>	 <u><u><b>\$ 8,400</b></u></u>	 <u><u><b>\$ 8,400</b></u></u>

**CITY OF DEER PARK  
MUNICIPAL COURT FUND  
2017-2018 ANNUAL BUDGET**

**EXPENDITURE SUMMARY**

**CHILD SAFETY FEES**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
Personnel & Related	\$ 339,535	\$ 130,605	\$ 119,296	\$ 119,438
Services	216	-	-	-
Supplies	-	6,500	3,100	6,500
Repair & Maintenance	-	-	-	-
Other Operating Expenditures	-	20,000	20,000	20,000
<b>Total Expenditures</b>	<b>\$ 339,751</b>	<b>\$ 157,105</b>	<b>\$ 142,396</b>	<b>\$ 145,938</b>

**PERSONNEL SCHEDULE**

School Resource Officer	2	0	0	0
School Crossing Guards - Part Time	19	19	19	19

**PROGRAM DESCRIPTION**

Art. 102.014. COURT COSTS FOR CHILD SAFETY FUND IN MUNICIPALITIES.

(g) In a municipality with a population less than 850,000 according to the most recent federal decennial census, the money collected under this article in a municipal court case must be used for a school crossing guard program if the municipality operates one. If the municipality does not operate a school crossing guard program or if the money received from court costs from municipal court cases exceeds the amount necessary to fund the school crossing guard program, the municipality may either deposit the additional money in an interest-bearing account or expend it for programs designed to enhance child safety, health, or nutrition, including child abuse prevention and intervention and drug and alcohol abuse prevention.

**CITY OF DEER PARK  
MUNICIPAL COURT FUND  
2017-2018 ANNUAL BUDGET**

**CHILD SAFETY FEES**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
<b><u>4100 PERSONNEL &amp; RELATED</u></b>				
4101 Salaries - Full - Time	\$ 155,356	\$ -	\$ -	\$ -
4102 Salaries - Part - Time	104,607	119,000	109,155	110,000
4104 Salaries - Overtime	1,235	-	-	-
4106 Social Security/Medicare	21,380	9,105	9,290	8,415
4107 TMRS	26,304	-	-	-
4108 Health & Life Insurance	28,100	-	-	-
4109 Workers Compensation	2,508	1,500	851	1,023
4110 State Unemployment	-	1,000	-	-
4114 Section 125 Admin Fee	44	-	-	-
4117 Health Savings Account	-	-	-	-
<b>Total Personnel &amp; Related</b>	<b><u>339,535</u></b>	<b><u>130,605</u></b>	<b><u>119,296</u></b>	<b><u>119,438</u></b>
<b><u>4200 SERVICES</u></b>				
4250 Training & Travel	216	-	-	-
<b>Total Services</b>	<b><u>216</u></b>	<b><u>-</u></b>	<b><u>-</u></b>	<b><u>-</u></b>
<b><u>4300 SUPPLIES</u></b>				
4303 Operational Supplies	-	100	100	100
4308 Small Tools & Minor Equipment	-	4,000	2,000	4,000
4311 Uniforms	-	2,400	1,000	2,400
<b>Total Supplies</b>	<b><u>-</u></b>	<b><u>6,500</u></b>	<b><u>3,100</u></b>	<b><u>6,500</u></b>
<b><u>4400 REPAIR &amp; MAINTENANCE</u></b>				
4405 Radio	-	-	-	-
<b>Total Repair &amp; Maintenance</b>	<b><u>-</u></b>	<b><u>-</u></b>	<b><u>-</u></b>	<b><u>-</u></b>
<b><u>4500 OTHER OPERATING EXPENDITURES</u></b>				
4530 Operating Transfers - GF	-	20,000	20,000	20,000
<b>Total Repair &amp; Maintenance</b>	<b><u>-</u></b>	<b><u>20,000</u></b>	<b><u>20,000</u></b>	<b><u>20,000</u></b>
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 339,751</u></b>	<b><u>\$ 157,105</u></b>	<b><u>\$ 142,396</u></b>	<b><u>\$ 145,938</u></b>

**CITY OF DEER PARK  
MUNICIPAL COURT FUND  
2017-2018 ANNUAL BUDGET**

**EXPENDITURE SUMMARY**

**COURT TECHNOLOGY FEE**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
Services	\$ 48,006	\$ 44,234	\$ 38,998	\$ 45,626
Supplies	6,994	2,600	1,000	-
Repair & Maintenance	912	5,000	4,560	5,000
Other Operating Expenditures	-	10,000	10,000	12,509
Capital Outlay	6,313	-	-	-
<b>Total Expenditures</b>	<b>\$ 62,224</b>	<b>\$ 61,834</b>	<b>\$ 54,558</b>	<b>\$ 63,135</b>

**PROGRAM DESCRIPTION**

Art. 102.0172. COURT COSTS; MUNICIPAL COURT TECHNOLOGY FUND.

(d) A fund designated by this article may be used only to finance the purchase of or to maintain technological enhancements for a municipal court or municipal court of record, including:

- (1) computer systems;
- (2) computer networks;
- (3) computer hardware;
- (4) computer software;
- (5) imaging systems;
- (6) electronic kiosks;
- (7) electronic ticket writers; and
- (8) docket management systems.

**CITY OF DEER PARK  
MUNICIPAL COURT FUND  
2017-2018 ANNUAL BUDGET**

**COURT TECHNOLOGY FEE**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
<b><u>4200 SERVICES</u></b>				
4231 Equipment & Other Rentals	\$ 1,862	\$ 4,500	\$ 2,898	\$ 3,000
4250 Training & Travel	5,385	5,000	5,000	7,500
4252 Dues & Fees	62	-	-	-
4277 Software - Incode	40,697	34,534	31,000	34,926
4290 Contract Labor	-	200	100	200
<b>Total Services</b>	<b><u>48,006</u></b>	<b><u>44,234</u></b>	<b><u>38,998</u></b>	<b><u>45,626</u></b>
<b><u>4300 SUPPLIES</u></b>				
4308 Small Tools & Minor Equipment	6,994	2,600	1,000	-
<b>Total Supplies</b>	<b><u>6,994</u></b>	<b><u>2,600</u></b>	<b><u>1,000</u></b>	<b><u>-</u></b>
<b><u>4400 REPAIR &amp; MAINTENANCE</u></b>				
4402 Machinery & Equipment	912	5,000	4,560	5,000
<b>Total Repair &amp; Maintenance</b>	<b><u>912</u></b>	<b><u>5,000</u></b>	<b><u>4,560</u></b>	<b><u>5,000</u></b>
<b><u>4500 OTHER OPERATING EXPENDITURES</u></b>				
4530 Operating Transfers - GF	-	10,000	10,000	12,509
<b>Total Other Operating Expenditures</b>	<b><u>-</u></b>	<b><u>10,000</u></b>	<b><u>10,000</u></b>	<b><u>12,509</u></b>
<b><u>4900 Capital Outlay</u></b>				
4903 Improvements Other than Buildings	6,313	-	-	-
<b>Total Repair &amp; Maintenance</b>	<b><u>6,313</u></b>	<b><u>-</u></b>	<b><u>-</u></b>	<b><u>-</u></b>
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 62,224</u></b>	<b><u>\$ 61,834</u></b>	<b><u>\$ 54,558</u></b>	<b><u>\$ 63,135</u></b>

**CITY OF DEER PARK  
MUNICIPAL COURT FUND  
2017-2018 ANNUAL BUDGET**

**EXPENDITURE SUMMARY**

**JUVENILE CASE MANAGER FEE**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
Other Operating Expenditures	\$ 70,900	\$ 84,150	\$ 84,150	\$ 85,353
<b>Total Expenditures</b>	<b>\$ 70,900</b>	<b>\$ 84,150</b>	<b>\$ 84,150</b>	<b>\$ 85,353</b>

**PROGRAM DESCRIPTION**

Art. 102.0174. COURT COSTS; JUVENILE CASE MANAGER FUND

(a) In this article, "fund" means a juvenile case manager fund.

(b) The governing body of a municipality by ordinance may create a juvenile case manager fund and may require a defendant convicted of a fine-only misdemeanor offense in a municipal court to pay a juvenile case manager fee not to exceed \$5 as a cost of court.

(f) The clerks of the respective courts shall collect the costs and pay them to the county or municipal treasurer, as applicable, or to any other official who discharges the duties commonly delegated to the county or municipal treasurer for deposit in the fund.

(g) A fund created under this section may be used only to finance the salary and benefits of a juvenile case manager employed under Article 45.056.

**CITY OF DEER PARK  
MUNICIPAL COURT FUND  
2017-2018 ANNUAL BUDGET**

**JUVENILE CASE MANAGER FEE**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
<b><u>4500 OTHER OPERATING EXPENDITURES</u></b>				
4530 Operating Transfers - GF	<u>\$ 70,900</u>	<u>\$ 84,150</u>	<u>\$ 84,150</u>	<u>\$ 85,353</u>
<b>Total Repair &amp; Maintenance</b>	<u><b>70,900</b></u>	<u><b>84,150</b></u>	<u><b>84,150</b></u>	<u><b>85,353</b></u>
 <b>TOTAL EXPENDITURES</b>	 <u><u><b>\$ 70,900</b></u></u>	 <u><u><b>\$ 84,150</b></u></u>	 <u><u><b>\$ 84,150</b></u></u>	 <u><u><b>\$ 85,353</b></u></u>

**CITY OF DEER PARK  
MUNICIPAL COURT FUND  
2017-2018 ANNUAL BUDGET**

**EXPENDITURE SUMMARY**

**TTPJI FEE**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
Services	\$ -	\$ -	\$ -	\$ -
Supplies	2,054	6,250	4,650	7,500
Repair & Maintenance	5,062	-	-	-
<b>Total Expenditures</b>	<b>\$ 7,115</b>	<b>\$ 6,250</b>	<b>\$ 4,650</b>	<b>\$ 7,500</b>

**PROGRAM DESCRIPTION**

Sec. 133.103. TIME PAYMENT FEE

(c) Except as provided by Subsection (c-1), the treasurer shall deposit 10 percent of the fees collected under this section in the general fund of the county or municipality for the purpose of improving the efficiency of the administration of justice in the county or municipality. The county or municipality shall prioritize the needs of the judicial officer who collected the fees when making expenditures under this subsection and use the money deposited to provide for those needs.

(d) The treasurer shall deposit the remainder of the fees collected under this section in the general revenue account of the county or municipality.

**CITY OF DEER PARK  
MUNICIPAL COURT FUND  
2017-2018 ANNUAL BUDGET**

TTPJI FEE

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
<b><u>4200 SERVICES</u></b>				
4250 Training & Travel	\$ -	\$ -	\$ -	\$ -
<b>Total Services</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b><u>4300 SUPPLIES</u></b>				
4303 Operational Supplies	717	2,000	900	2,000
4304 Data Processing Supplies	306	3,000	2,500	4,000
4308 Small Tools & Minor Equipment	-	-	-	-
4311 Uniforms	<u>1,031</u>	<u>1,250</u>	<u>1,250</u>	<u>1,500</u>
<b>Total Supplies</b>	<u><b>2,054</b></u>	<u><b>6,250</b></u>	<u><b>4,650</b></u>	<u><b>7,500</b></u>
<b><u>4400 REPAIR &amp; MAINTENANCE</u></b>				
4404 Building	<u>5,062</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Total Repair &amp; Maintenance</b>	<u><b>5,062</b></u>	<u><b>-</b></u>	<u><b>-</b></u>	<u><b>-</b></u>
 <b>TOTAL EXPENDITURES</b>	 <u><b>\$ 7,115</b></u>	 <u><b>\$ 6,250</b></u>	 <u><b>\$ 4,650</b></u>	 <u><b>\$ 7,500</b></u>

**CITY OF DEER PARK  
2017 - 2018 ANNUAL BUDGET  
POLICE FORFEITURE FUND REVENUES & RESOURCES**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROJECTED 17-18
<b><u>Other Revenue</u></b>				
3620 Investment Revenue	\$ 55	\$ -	\$ -	\$ -
<b>Total Other Revenue</b>	<u>55</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b><u>Special Revenue</u></b>				
3812 Forfeiture	<u>16,804</u>	<u>1,000</u>	<u>2,100</u>	<u>1,000</u>
<b>Total Special Revenue</b>	<u>16,804</u>	<u>1,000</u>	<u>2,100</u>	<u>1,000</u>
<b>Total Current Revenue</b>	<b>16,859</b>	<b>1,000</b>	<b>2,100</b>	<b>1,000</b>
<b>Prior Year Revenue</b>	<u>-</u>	<u>10,950</u>	<u>9,850</u>	<u>13,403</u>
<b>Total Revenue</b>	<u>\$ 16,859</u>	<u>\$ 11,950</u>	<u>\$ 11,950</u>	<u>\$ 14,403</u>

**CITY OF DEER PARK  
2017-2018 ANNUAL BUDGET  
POLICE FORFEITURE FUND EXPENDITURE SUMMARY**

DEPARTMENT		ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
300	Police	\$ 6,859	\$ 11,950	\$ 11,950	\$ 14,403
<b>TOTAL EXPENDITURES</b>		<b><u>\$ 6,859</u></b>	<b><u>\$ 11,950</u></b>	<b><u>\$ 11,950</u></b>	<b><u>\$ 14,403</u></b>

**CITY OF DEER PARK  
2017-2018 ANNUAL BUDGET  
POLICE FORFEITURE FUND**

**EXPENDITURE SUMMARY**

**300 - POLICE**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
Services	\$ 6,859	\$ 11,950	\$ 11,950	\$ 14,403
Supplies	-	-	-	-
<b>Total Expenditures</b>	<b>\$ 6,859</b>	<b>\$ 11,950</b>	<b>\$ 11,950</b>	<b>\$ 14,403</b>

**PROGRAM DESCRIPTION**

The acquisition and disposition of forfeited property is provided for in Art. 59 of the Texas Code of Criminal Procedure. Contraband subject to seizure and subsequent forfeiture includes property of any nature including real, personal, tangible, or intangible that is used in the commission of offense as described in Art.59.01. Following a judicial process, seized property can be forfeited and deposited in a fund in the municipality for use by the police department. The police department is required to submit a budget to the City Council listing and defining the categories of expenditures. The funding must be used, by statute, solely for the law enforcement supplies, and any other items used by officers in direct law enforcement duties. The police department is required within 30 days of the end of the fiscal year to complete and forward to the Attorney General a Chapter 59 Asset Forfeiture Audit Reporting Form that describes the beginning balance at the start of the fiscal year, all funds received during the fiscal year, all pending seizures at the time of the report, interest earned on the funds, and expenditures made.

**CITY OF DEER PARK  
2017-2018 ANNUAL BUDGET  
POLICE FORFEITURE FUND**

**300 - POLICE**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
<b><u>4200 SERVICES</u></b>				
4250 Training & Travel	\$ 6,859	\$ 11,950	\$ 11,950	\$ 14,403
<b>Total Services</b>	<b><u>6,859</u></b>	<b><u>11,950</u></b>	<b><u>11,950</u></b>	<b><u>14,403</u></b>
<b><u>4300 SUPPLIES</u></b>				
4303 Operational Supplies	-	-	-	-
4308 Small Tools & Minor Equipment	-	-	-	-
<b>Total Supplies</b>	<b><u>-</u></b>	<b><u>-</u></b>	<b><u>-</u></b>	<b><u>-</u></b>
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 6,859</u></b>	<b><u>\$ 11,950</u></b>	<b><u>\$ 11,950</u></b>	<b><u>\$ 14,403</u></b>

**CITY OF DEER PARK  
2017 - 2018 ANNUAL BUDGET  
GRANTS FUND REVENUES & RESOURCES**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROJECTED 17-18
<b><u>Special Revenue</u></b>				
3631 Miscellaneous Revenue	\$ -	\$ -	\$ -	\$ -
3833 Economic Alliance - Gateway Project	-	-	-	-
3834 H-GAC - Gateway Project	25,000	-	-	-
3842 TPWD - Outdoor Grant	10,859	-	-	-
3843 TPWD - Wetlands	-	365,500	5,915	359,585
3844 TPWD - Hike & Bike Trails	-	170,000	-	170,000
<b>Total Special Revenue</b>	<b><u>35,859</u></b>	<b><u>535,500</u></b>	<b><u>5,915</u></b>	<b><u>529,585</u></b>
 <b>Total Revenue</b>	 <b><u>\$ 35,859</u></b>	 <b><u>\$ 535,500</u></b>	 <b><u>\$ 5,915</u></b>	 <b><u>\$ 529,585</u></b>

**CITY OF DEER PARK  
2017-2018 ANNUAL BUDGET  
GRANTS FUND EXPENDITURE SUMMARY**

DEPARTMENT	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
Gateway Project	\$ 3,641	\$ -	\$ -	\$ -
TPWD - Outdoor Grant	10,859	-	-	-
TPWD - Wetlands	-	365,500	5,915	359,585
TPWD - Hike & Bike Trails	<u>-</u>	<u>170,000</u>	<u>-</u>	<u>170,000</u>
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 14,500</u></b>	<b><u>\$ 535,500</u></b>	<b><u>\$ 5,915</u></b>	<b><u>\$ 529,585</u></b>

**CITY OF DEER PARK  
2017-2018 ANNUAL BUDGET  
GRANTS FUND**

**EXPENDITURE SUMMARY**

**TOTAL GRANT FUND**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
Capital Outlay	\$ 14,500	\$ 535,500	\$ 5,915	\$ 529,585
<b>Total Expenditures</b>	<b>\$ 14,500</b>	<b>\$ 535,500</b>	<b>\$ 5,915</b>	<b>\$ 529,585</b>

**PROGRAM DESCRIPTION**

Grant Funding may be available in the form of direct grant funding, matching grants, donations, etc. This budget includes expenditures of grant monies from the Texas Parks and Wildlife Department for development of the wetlands in the City and for hike and bike trails. The City will also contribute matching funds to these projects.

**CITY OF DEER PARK  
2017-2018 ANNUAL BUDGET  
GRANTS FUND**

**TOTAL GRANT FUND**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
<b><u>4900 CAPITAL OUTLAY</u></b>				
<i><u>Gateway Project</u></i>				
4903 Improvements Other Than Bldgs.	\$ 3,641	\$ -	\$ -	\$ -
<i><u>TPWD - Outdoor Grant</u></i>				
4303 Operational Supplies	10,859	-	-	-
<i><u>TPWD - Wetlands</u></i>				
4903 Improvements Other Than Bldgs.	-	357,500	-	357,500
4942 Consulting Architect Fee	-	8,000	5,915	2,085
<i><u>TPWD - Hike &amp; Bike Trails</u></i>				
4903 Improvements Other Than Bldgs.	-	170,000	-	170,000
4942 Consulting Architect Fee	-	-	-	-
<b>Total Capital Outlay</b>	<b><u>14,500</u></b>	<b><u>535,500</u></b>	<b><u>5,915</u></b>	<b><u>529,585</u></b>
 <b>TOTAL EXPENDITURES</b>	 <b><u>\$ 14,500</u></b>	 <b><u>\$ 535,500</u></b>	 <b><u>\$ 5,915</u></b>	 <b><u>\$ 529,585</u></b>

**CITY OF DEER PARK  
2017 - 2018 ANNUAL BUDGET  
CHAPTER 380 (TAX ABATEMENT) FUND REVENUES & RESOURCES**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROJECTED 17-18
<b><u>Other Revenue</u></b>				
3620 Investment Revenue	\$ -	\$ -	\$ -	\$ -
3640 Transfer from General Fund	-	-	400,000	-
<b>Total Other Revenue</b>	<u>-</u>	<u>-</u>	<u>400,000</u>	<u>-</u>
<b>Total Current Revenue</b>	-	-	400,000	-
<b><u>Prior Year Revenue</u></b>				
Prior Year Reserves	-	-	-	400,000
<b>Prior Year Revenue</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>400,000</u>
<b>Total Revenue</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 400,000</u>	<u>\$ 400,000</u>

**CITY OF DEER PARK  
2017-2018 ANNUAL BUDGET  
CHAPTER 380 (TAX ABATEMENT) FUND EXPENDITURE SUMMARY**

DEPARTMENT	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
Chapter 380 (Tax Abatement) Fund	\$ -	\$ -	\$ -	\$ 400,000
<b>TOTAL EXPENDITURES</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 400,000</b>

**CITY OF DEER PARK**  
**CHAPTER 380 (TAX ABATEMENT) FUND**  
**2017-2018 ANNUAL BUDGET**

**EXPENDITURE SUMMARY**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
Other Operating Expenditures	\$ -	\$ -	\$ -	\$ 400,000
<b>Total Expenditures</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 400,000</b>

**PROGRAM DESCRIPTION**

In accordance with Article III, Chapter 52-a of the Texas Constitution and Chapter 380 of the Texas Local Government Code, the City has the authority to establish a program to make grants of public funds for the purposes of promoting local economic development and stimulating business and commercial activity and job creation within the City. The Chapter 380 (Tax Abatement) Fund reflects transfers under any Chapter 380 Economic Development Program Agreement. Under such an agreement, the City shall use available revenues derived from increases in sales and ad valorem (property) taxes generated from the development project(s) to provide a 380 grant through performance reimbursements to the developer(s).

**CITY OF DEER PARK  
CHAPTER 380 (TAX ABATEMENT) FUND  
2017-2018 ANNUAL BUDGET**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
<b><u>4500 OTHER OPERATING EXP.</u></b>				
4599 Misc. Operating Expenditures	\$ -	\$ -	\$ -	\$ 400,000
<b>Total Other Operating Expenditures</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>400,000</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 400,000</b>

**CITY OF DEER PARK  
2017 - 2018 ANNUAL BUDGET  
DEBT SERVICE FUND REVENUES & RESOURCES**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROJECTED 17-18
<b><u>Tax Revenue</u></b>				
3101 Current Taxes	\$ 4,467,741	\$ 4,370,733	\$ 4,825,000	\$ 4,498,566
3111 Delinquent Taxes	<u>15,395</u>	<u>41,000</u>	<u>101,000</u>	<u>41,000</u>
<b>Total Tax Revenue</b>	<b><u>4,483,136</u></b>	<b><u>4,411,733</u></b>	<b><u>4,926,000</u></b>	<b><u>4,539,566</u></b>
<b><u>Other Revenue</u></b>				
3620 Investment Revenue	5,402	5,500	10,000	10,000
3622 Interest from Other Funds	44,275	30,000	80,000	75,000
3640 Transfer from Other Funds - DPCDC	87,231	2,217,196	2,184,110	2,394,362
3696 Proceeds from Premium on Bond Issuance	540,737	-	-	-
3697 Proceeds from Refunding Bonds	<u>6,260,000</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Total Other Revenue</b>	<b><u>6,937,645</u></b>	<b><u>2,252,696</u></b>	<b><u>2,274,110</u></b>	<b><u>2,479,362</u></b>
<b>Total Current Revenue</b>	<b>11,420,781</b>	<b>6,664,429</b>	<b>7,200,110</b>	<b>7,018,928</b>
<b>Prior Year Revenue</b>	<b><u>-</u></b>	<b><u>24,785</u></b>	<b><u>-</u></b>	<b><u>-</u></b>
<b>Total Revenue</b>	<b><u>\$ 11,420,781</u></b>	<b><u>\$ 6,689,214</u></b>	<b><u>\$ 7,200,110</u></b>	<b><u>\$ 7,018,928</u></b>

**CITY OF DEER PARK  
2017-2018 ANNUAL BUDGET  
DEBT SERVICE FUND EXPENDITURE SUMMARY**

DESCRIPTION		ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
4524	Payments to Escrow Agent	\$ 6,710,040	\$ -	\$ -	\$ -
4525	Paying Agent Fees	139,595	100,000	10,000	100,000
4527	Principal Payments	3,069,325	5,210,040	5,206,315	5,240,425
4528	Interest Payments	<u>1,117,143</u>	<u>1,379,174</u>	<u>1,081,210</u>	<u>1,678,503</u>
<b>TOTAL EXPENDITURES</b>		<b><u>\$ 11,036,103</u></b>	<b><u>\$ 6,689,214</u></b>	<b><u>\$ 6,297,525</u></b>	<b><u>\$ 7,018,928</u></b>

**CITY OF DEER PARK**  
**2017-2018 ANNUAL BUDGET**  
**FUTURE DEBT SERVICE REQUIREMENTS - GENERAL FUND DEBT**

<u>FISCAL YEAR</u>	<u>PRINCIPAL</u>	<u>INTEREST</u>	<u>TOTAL</u>
2018	\$ 5,240,425.00	\$ 1,678,502.92	\$ 6,918,927.92
2019	5,413,430.00	1,610,208.20	7,023,638.20
2020	5,580,711.00	1,445,069.59	7,025,780.59
2021	5,709,126.00	1,273,117.64	6,982,243.64
2022	5,828,090.00	1,100,172.30	6,928,262.30
2023	6,004,090.00	920,090.10	6,924,180.10
2024	4,397,250.00	770,705.00	5,167,955.00
2025	3,900,000.00	658,582.00	4,558,582.00
2026	3,160,000.00	562,013.50	3,722,013.50
2027	2,499,000.00	470,103.00	2,969,103.00
2028	1,605,000.00	388,505.00	1,993,505.00
2029	1,670,000.00	322,065.00	1,992,065.00
2030	1,745,000.00	251,946.50	1,996,946.50
2031	1,246,000.00	193,261.50	1,439,261.50
2032	1,293,000.00	146,415.00	1,439,415.00
2033	1,091,000.00	102,377.50	1,193,377.50
2034	856,000.00	66,370.00	922,370.00
2035	638,000.00	38,570.00	676,570.00
2036	432,000.00	18,690.00	450,690.00
2037	<u>234,000.00</u>	<u>5,265.00</u>	<u>239,265.00</u>
TOTAL	<u>\$ 58,542,122.00</u>	<u>\$ 12,022,029.75</u>	<u>\$ 70,564,151.75</u>

**CITY OF DEER PARK  
2017-2018 ANNUAL BUDGET  
APPLICATION OF DEBT SERVICE PAYMENTS**

ISSUANCE	PURPOSE	P & I Payments
Series 2007, GO Dated 12/01/07	Parks - 26%; Library - 23%; Drainage - 20%; Streets - 20%; City Hall - 11%	\$ 326,080
Series 2007, CO Dated 12/01/07	Drainage - 87%; Municipal Court (Parking) - 13%	107,231
Series 2010, GO Refunding Dated 05/01/10	General Fund = Public Safety - 23%; Parks - 4%; Streets - 2%; Maxwell Center - 2%; Public Buildings - 2%; and City Hall - 1% (Note: Water/Sewer Fund - 25.61%)	462,473
Series 2010, CO Dated 05/01/10	Drainage - 100%	659,975
Series 2011, GO Refunding Dated 12/01/11	Water/Sewer System - 100% (Note: Water/Sewer Fund - 60%)	140,375
Series 2011, CO Dated 12/01/11	Water/Sewer System - 100% (Note: Water/Sewer Fund - 60%)	103,065
Series 2012, GO Refunding Dated 11/01/12	Public Buildings - 32%; Public Safety - 18%; Parks - 13%; Street Rehab - 12%; Drainage - 8%; City Hall - 7%; Streets - 6%; Golf Course - 4%	674,650
Series 2012, CO Dated 11/01/12	Water/Sewer System - 100% (Note: Water/Sewer Fund - 60%)	105,381
Series 2013, CO Dated 11/01/13	Water/Sewer System - 100% (Note: Water/Sewer Fund - 60%)	143,620
Series 2014, GO Dated 11/01/14	Parks - 100%	71,025
Series 2014, GO Refunding Dated 11/01/14	Public Buildings - 32%; Public Safety - 18%; Parks - 13%; Street Rehab - 12%; Drainage - 8%; City Hall - 7%; Streets - 6%; Golf Course - 4% (Note: Water/Sewer Fund - 61.7%)	22,003
Series 2014, CO Dated 11/01/14	Water/Sewer System - 100% (Note: Water/Sewer Fund - 60%)	179,080
Series 2015, CO Dated 09/01/15	Streets - 80%; Humane - 20%;	846,450
Series 2015-A, CO Dated 12/01/15	Water/Sewer System - 100% (Note: Water/Sewer Fund - 60%)	169,050
Series 2016, CO Dated 02/16/16	Parks - 100% (Deer Park Community Development Corporation)	1,883,986
Series 2016, Ltd Tax Refunding Dated 04/01/16	Parks - 20%; Library - 18%; Drainage - 38%; Streets - 16%; City Hall - 8%	207,525
Series 2016-A, CO Dated 11/01/16	Water/Sewer System - 100% (Note: Water/Sewer Fund - 60%)	154,630
Series 2017, CO Dated 02/14/17	Parks - 100% (Deer Park Community Development Corporation)	110,463
<i>Proposed</i> Series 2017-A, CO <i>Dated 11/01/17</i>	Water/Sewer System - 100% (Note: Water/Sewer Fund - 60%)	151,953
<i>Proposed</i> Series 2018, CO <i>Dated 02/01/18</i>	Parks - 100% (Deer Park Community Development Corporation)	399,913
		<u>\$ 6,918,928</u>

**CITY OF DEER PARK  
2017 - 2018 ANNUAL BUDGET  
WATER & SEWER FUND REVENUES & RESOURCES**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROJECTED 17-18
<b><u>Service Fees</u></b>				
3210 Water Usage	\$ 5,193,039	\$ 5,409,000	\$ 5,487,442	\$ 5,489,585
3211 Sewer Usage	4,828,456	5,105,000	5,138,899	5,136,576
3212 Late Charges	182,014	171,000	204,000	178,000
3221 Reconnect Fees	<u>17,290</u>	<u>16,500</u>	<u>21,000</u>	<u>17,000</u>
<b>Total Service Fees</b>	<b><u>10,220,799</u></b>	<b><u>10,701,500</u></b>	<b><u>10,851,341</u></b>	<b><u>10,821,161</u></b>
<b><u>Permits &amp; Licenses</u></b>				
3415 Tapping Permits	17,005	15,000	12,000	15,000
3417 Plumbing Permits	<u>60,170</u>	<u>70,000</u>	<u>50,000</u>	<u>60,000</u>
<b>Total Permits &amp; Licenses</b>	<b><u>77,175</u></b>	<b><u>85,000</u></b>	<b><u>62,000</u></b>	<b><u>75,000</u></b>
<b><u>Other Revenue</u></b>				
3620 Investment Revenue	5,318	1,000	10,000	10,000
3631 Miscellaneous Revenue	2,640	2,000	2,200	2,000
3648 Capital Contribution	-	-	-	-
3660 Cash Over/Short	<u>4</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Total Other Revenue</b>	<b><u>7,962</u></b>	<b><u>3,000</u></b>	<b><u>12,200</u></b>	<b><u>12,000</u></b>
<b>Total Current Revenue</b>	<b>10,305,936</b>	<b>10,789,500</b>	<b>10,925,541</b>	<b>10,908,161</b>
<b>Prior Year Revenue</b>	<b><u>-</u></b>	<b><u>1,399,799</u></b>	<b><u>338,258</u></b>	<b><u>-</u></b>
<b>Total Revenue</b>	<b><u>\$ 10,305,936</u></b>	<b><u>\$ 12,189,299</u></b>	<b><u>\$ 11,263,799</u></b>	<b><u>\$ 10,908,161</u></b>

**CITY OF DEER PARK  
2017-2018 ANNUAL BUDGET  
WATER/SEWER FUND EXPENDITURE SUMMARY**

DEPARTMENT		ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
<b><u>ADMINISTRATIVE</u></b>					
500	Public Works Administration	\$ 283,586	\$ 596,683	\$ 578,567	\$ 664,365
503	Central Collections	617,189	646,535	639,533	678,876
550	Employee Benefits & Other	145,386	188,510	165,655	189,851
<b>Total Administrative</b>		<b><u>1,046,161</u></b>	<b><u>1,431,728</u></b>	<b><u>1,383,755</u></b>	<b><u>1,533,092</u></b>
<b><u>OPERATIONS</u></b>					
501	Water & Sewer Maintenance	1,662,462	1,878,756	1,814,774	1,663,158
504	Meter Readers	295,276	357,832	344,118	327,426
505	Waste Water Treatment Plant	1,197,889	1,537,182	1,206,885	1,433,972
506	Water Treatment Plant	2,714,020	4,123,464	3,743,211	3,774,371
<b>Total Operations</b>		<b><u>5,869,647</u></b>	<b><u>7,897,234</u></b>	<b><u>7,108,988</u></b>	<b><u>7,198,927</u></b>
<b><u>DEBT SERVICE</u></b>					
900	Fiscal Charges	5,049	12,000	5,350	6,500
900	Principal Payments	1,370,675	1,564,960	1,569,960	1,289,575
900	Interest Payments	1,035,408	1,283,377	1,195,746	880,067
<b>Total Debt Service</b>		<b><u>2,411,132</u></b>	<b><u>2,860,337</u></b>	<b><u>2,771,056</u></b>	<b><u>2,176,142</u></b>
<b>TOTAL EXPENDITURES</b>		<b><u>\$ 9,326,940</u></b>	<b><u>\$ 12,189,299</u></b>	<b><u>\$ 11,263,799</u></b>	<b><u>\$ 10,908,161</u></b>

**CITY OF DEER PARK  
2017-2018 ANNUAL BUDGET**

**EXPENDITURE SUMMARY**

**500 - PUBLIC WORKS ADMINISTRATION**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
Personnel & Related	\$ 182,337	\$ 213,693	\$ 206,532	\$ 239,775
Services	88,143	115,600	106,190	157,950
Supplies	11,850	16,690	15,425	16,290
Repairs & Maintenance	520	700	420	350
Other Operating Expenditures	736	250,000	250,000	250,000
<b>Total Expenditures</b>	<b>\$ 283,586</b>	<b>\$ 596,683</b>	<b>\$ 578,567</b>	<b>\$ 664,365</b>

**PERSONNEL SCHEDULE**

Asst. Director of Public Works	1	1	1	1
Engineering Aide I	1	1	1	1
Clerk	1	1	1	1

**PROGRAM DESCRIPTION**

Public Works Administration is responsible for the overall administration and supervision of all functions performed by the various divisions within the Public Works Department. Administrative responsibilities include radio dispatch, telephone requests, timekeeping, purchasing, reporting and analysis, filing, and all other managerial duties related to the ongoing operation of Public Works.

**CITY OF DEER PARK  
2017-2018 ANNUAL BUDGET**

**500 - PUBLIC WORKS ADMINISTRATION**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
<b><u>4100 PERSONNEL &amp; RELATED</u></b>				
4101 Salaries - Full Time	\$ 139,185	\$ 160,217	\$ 152,500	\$ 165,792
4104 Salaries - Overtime	-	-	-	-
4106 Social Security/Medicare	10,343	12,215	11,455	12,626
4107 TMRS	19,613	22,987	21,280	24,082
4108 Health & Life Insurance	11,721	16,704	19,710	35,736
4109 Workers Compensation	230	325	181	249
4114 Section 125 Admin Fee	-	-	-	45
4117 Health Savings Account	1,244	1,245	1,406	1,245
<b>Total Personnel &amp; Related</b>	<b><u>182,337</u></b>	<b><u>213,693</u></b>	<b><u>206,532</u></b>	<b><u>239,775</u></b>
<b><u>4200 SERVICES</u></b>				
4216 Mobile Telephone	970	960	990	990
4233 Insurance - Liability	33,073	35,000	37,713	38,000
4234 Insurance - Casualty	39,229	40,000	43,427	43,600
4239 Audit Fees	13,157	17,000	17,000	17,000
4240 Consultant Fees	-	20,000	5,000	55,000
4250 Training & Travel	789	1,565	1,500	2,285
4252 Dues & Fees	60	75	60	75
4255 Community/Employee Affairs	864	1,000	500	1,000
4279 Software - Other	-	-	-	-
<b>Total Services</b>	<b><u>88,143</u></b>	<b><u>115,600</u></b>	<b><u>106,190</u></b>	<b><u>157,950</u></b>
<b><u>4300 SUPPLIES</u></b>				
4301 Office Supplies	1,787	3,250	2,800	3,000
4303 Operational Supplies	534	1,000	1,000	1,000
4304 Data Processing Supplies	1,263	1,765	1,700	1,765
4305 Printing	1,397	2,000	2,000	2,000
4307 Postage	2,129	2,000	1,500	2,000
4308 Small Tools & Minor Equipment	-	2,200	2,200	2,200
4311 Uniforms	4,477	3,725	3,725	3,725
4328 Gasoline	190	400	200	250
4348 Books	72	350	300	350
<b>Total Supplies</b>	<b><u>11,850</u></b>	<b><u>16,690</u></b>	<b><u>15,425</u></b>	<b><u>16,290</u></b>

**CITY OF DEER PARK  
2017-2018 ANNUAL BUDGET**

**500 - PUBLIC WORKS ADMINISTRATION**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
<b><u>4400 REPAIRS &amp; MAINTENANCE</u></b>				
4401 Vehicles	193	400	250	250
4403 Computer Equipment	-	-	-	-
4404 Buildings	<u>327</u>	<u>300</u>	<u>170</u>	<u>100</u>
<b>Total Repairs &amp; Maintenance</b>	<b><u>520</u></b>	<b><u>700</u></b>	<b><u>420</u></b>	<b><u>350</u></b>
<b><u>4500 OTHER OPERATING EXP.</u></b>				
4510 Contingency	-	250,000	250,000	250,000
4511 Salary Contingency	<u>736</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Total Other Operating Expenditures</b>	<b><u>736</u></b>	<b><u>250,000</u></b>	<b><u>250,000</u></b>	<b><u>250,000</u></b>
 <b>TOTAL EXPENDITURES</b>	 <b><u>\$ 283,586</u></b>	 <b><u>\$ 596,683</u></b>	 <b><u>\$ 578,567</u></b>	 <b><u>\$ 664,365</u></b>

**CITY OF DEER PARK  
2017-2018 ANNUAL BUDGET**

**EXPENDITURE SUMMARY**

**501 - WATER & SEWER MAINTENANCE**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
Personnel & Related	\$ 881,379	\$ 881,403	\$ 840,373	\$ 899,311
Services	153,808	180,660	170,651	165,160
Supplies	111,921	122,710	118,710	110,340
Repairs & Maintenance	128,782	470,873	466,000	212,373
Capital Outlay	386,573	223,110	219,040	275,974
<b>Total Expenditures</b>	<b>\$ 1,662,462</b>	<b>\$ 1,878,756</b>	<b>\$ 1,814,774</b>	<b>\$ 1,663,158</b>

**PERSONNEL SCHEDULE**

Utility Supervisor	1	1	1	1
Maintenance Tech III	1	1	1	1
Maintenance Tech II	0	0	0	1
Maintenance Tech I	2	2	2	1
Crew Leader	1	1	1	1
Equipment Operator III	1	1	1	1
Equipment Operator II	1	1	1	1
Equipment Operator I	2	2	2	2
Laborer	3	3	3	3
Summer Laborer	2	2	2	2

**PROGRAM DESCRIPTION**

The Water & Sewer Maintenance division is responsible for maintenance of the potable water distribution system, which includes water taps, setting meters, line installation, fire hydrant maintenance, emergency repairs, and general upkeep of the ground water wells and associated equipment. This also includes the maintenance of the City's sanitary sewer collection system, which includes sewer taps and connections, point repairs, cleaning lines and manholes, and maintenance of the lift stations. The maintenance crews respond to citizen calls, as needed.

**CITY OF DEER PARK  
2017-2018 ANNUAL BUDGET**

**501 - WATER & SEWER MAINTENANCE**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
<b><u>4100 PERSONNEL &amp; RELATED</u></b>				
4101 Salaries - Full Time	\$ 579,629	\$ 563,272	\$ 552,199	\$ 581,570
4103 Salaries - Temporary	4,696	5,850	5,850	5,850
4104 Salaries - Overtime	46,709	46,400	38,100	46,400
4106 Social Security/Medicare	44,692	46,442	44,400	47,738
4107 TMRS	85,721	86,358	83,300	90,160
4108 Health & Life Insurance	112,033	122,388	109,140	117,660
4109 Workers Compensation	7,211	10,003	5,728	7,953
4114 Section 125 Admin Fee	44	45	78	90
4117 Health Savings Account	644	645	1,578	1,890
<b>Total Personnel &amp; Related</b>	<b>881,379</b>	<b>881,403</b>	<b>840,373</b>	<b>899,311</b>
<b><u>4200 SERVICES</u></b>				
4212 Utilities - Electric	148,203	155,000	148,500	155,000
4214 Utilities - Gas	256	400	350	400
4215 Utilities - Telephone	401	400	405	400
4216 Mobile Telephone	499	500	490	500
4219 Mobile Technology	456	460	456	460
4231 Equipment Rental	-	500	-	500
4240 Consultant Fee	-	-	-	-
4241 Consulting Engineer Fee	-	15,500	15,500	-
4250 Training & Travel	3,596	5,000	4,500	5,000
4252 Dues & Fees	398	900	450	900
4254 Inspections & Permits	-	-	-	-
4290 Contract Labor	-	2,000	-	2,000
<b>Total Services</b>	<b>153,808</b>	<b>180,660</b>	<b>170,651</b>	<b>165,160</b>
<b><u>4300 SUPPLIES</u></b>				
4301 Office Supplies	1,331	500	500	500
4302 Cleaning Supplies	-	-	-	-
4303 Operational Supplies	21,465	15,845	15,845	15,845
4308 Small Tools & Minor Equipment	18,764	26,290	36,290	13,920
4311 Uniforms	4,067	3,575	3,575	3,575
4314 Protective Clothing	-	-	-	-
4316 Chemicals	-	-	-	-
4328 Gasoline	16,598	25,000	12,000	25,000
4329 Diesel	5,300	11,500	10,500	11,500
4344 Water Meters & Boxes	44,396	40,000	40,000	40,000
<b>Total Supplies</b>	<b>111,921</b>	<b>122,710</b>	<b>118,710</b>	<b>110,340</b>

**CITY OF DEER PARK  
2017-2018 ANNUAL BUDGET**

**501 - WATER & SEWER MAINTENANCE**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
<b><u>4400 REPAIRS &amp; MAINTENANCE</u></b>				
4401 Vehicles	13,328	14,750	13,000	14,750
4402 Machinery & Equipment	12,106	18,298	18,000	18,298
4404 Buildings	286	-	-	-
4405 Radios	-	250	-	250
4410 Sanitary Sewer	76,616	403,500	400,000	145,000
4415 Water Mains & Hydrants	26,446	34,075	35,000	34,075
4416 Water Wells	-	-	-	-
<b>Total Repairs &amp; Maintenance</b>	<b><u>128,782</u></b>	<b><u>470,873</u></b>	<b><u>466,000</u></b>	<b><u>212,373</u></b>
<b><u>4900 CAPITAL OUTLAY</u></b>				
4903 Improvements Other Than Bldgs.	107,995	-	27,000	144,974
4904 Machinery & Equipment	6,281	179,110	149,000	86,000
4906 Automobiles & Light Trucks	42,062	44,000	43,040	45,000
4907 Large Trucks/Heavy Rolling Stock	-	-	-	-
4908 Lease Purchase	17,563	-	-	-
4913 Sanitary Sewer	203,115	-	-	-
4941 Consulting Engineer Fee	9,556	-	-	-
<b>Total Capital Outlay</b>	<b><u>386,573</u></b>	<b><u>223,110</u></b>	<b><u>219,040</u></b>	<b><u>275,974</u></b>
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 1,662,462</u></b>	<b><u>\$ 1,878,756</u></b>	<b><u>\$ 1,814,774</u></b>	<b><u>\$ 1,663,158</u></b>

**CITY OF DEER PARK  
2017-2018 ANNUAL BUDGET**

**EXPENDITURE SUMMARY**

**503 - CENTRAL COLLECTIONS**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
Personnel & Related	\$ 330,462	\$ 328,726	\$ 324,173	\$ 342,667
Services	197,433	210,759	215,010	226,759
Supplies	86,936	99,550	92,550	101,950
Repairs & Maintenance	2,358	7,500	7,800	7,500
Capital Outlay	-	-	-	-
<b>Total Expenditures</b>	<b>\$ 617,189</b>	<b>\$ 646,535</b>	<b>\$ 639,533</b>	<b>\$ 678,876</b>

**PERSONNEL SCHEDULE**

Utility Billing/Tax Assessor Collector	1	1	1	1
Deputy Tax Collector	1	1	1	1
Secretary	1	1	1	1
(Utility) Clerk	1	2	2	2

**PROGRAM DESCRIPTION**

Central Collections is responsible for the billing and collection of revenues for ad valorem (property) taxes and utility billing including water, sewer, and commercial garbage services. The department also receives payment for other services including fees for building permits, plumbing and electrical permits, and other miscellaneous payments.

**CITY OF DEER PARK  
2017-2018 ANNUAL BUDGET**

**503 - CENTRAL COLLECTIONS**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
<b><u>4100 PERSONNEL &amp; RELATED</u></b>				
4101 Salaries - Full Time	\$ 237,140	\$ 226,627	\$ 226,522	\$ 236,121
4104 Salaries - Overtime	308	2,500	1,800	2,500
4106 Social Security/Medicare	16,474	17,363	16,825	18,096
4107 TMRS	32,046	32,663	31,845	34,513
4108 Health & Life Insurance	44,130	49,128	46,900	51,108
4109 Workers Compensation	230	310	181	239
4114 Section 125 Admin Fee	133	135	100	90
4117 Health Savings Account	-	-	-	-
<b>Total Personnel &amp; Related</b>	<b><u>330,462</u></b>	<b><u>328,726</u></b>	<b><u>324,173</u></b>	<b><u>342,667</u></b>
<b><u>4200 SERVICES</u></b>				
4201 Public Notices	-	400	-	400
4215 Utilities - Telephone	9,656	10,000	9,600	10,000
4216 Mobile Telephone	569	900	600	900
4231 Equipment Rentals	-	1,200	-	1,200
4250 Training & Travel	4,430	11,700	9,000	11,700
4251 Subscriptions	1,301	1,400	1,400	1,400
4252 Dues & Fees	80,866	79,000	96,000	95,000
4261 Software - Tax Services	14,520	17,400	16,000	17,400
4277 Software - Incode	65,829	72,359	70,000	72,359
4279 Software - Other	298	400	300	400
4290 Contract Labor	19,964	16,000	12,110	16,000
<b>Total Services</b>	<b><u>197,433</u></b>	<b><u>210,759</u></b>	<b><u>215,010</u></b>	<b><u>226,759</u></b>
<b><u>4300 SUPPLIES</u></b>				
4301 Office Supplies	1,616	3,500	3,000	3,500
4304 Data Processing Supplies	3,300	2,500	2,500	2,500
4305 Printing	7,993	11,000	10,000	11,000
4307 Postage	71,512	79,000	74,000	79,000
4308 Small Tools & Minor Equipment	2,097	3,500	3,000	5,900
4348 Books	419	50	50	50
<b>Total Supplies</b>	<b><u>86,936</u></b>	<b><u>99,550</u></b>	<b><u>92,550</u></b>	<b><u>101,950</u></b>

**CITY OF DEER PARK  
2017-2018 ANNUAL BUDGET**

**503 - CENTRAL COLLECTIONS**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
<b><u>4400 REPAIRS &amp; MAINTENANCE</u></b>				
4402 Machinery & Equipment	1,302	4,500	6,800	4,500
4403 Computer Equipment	<u>1,056</u>	<u>3,000</u>	<u>1,000</u>	<u>3,000</u>
<b>Total Repairs &amp; Maintenance</b>	<b><u>2,358</u></b>	<b><u>7,500</u></b>	<b><u>7,800</u></b>	<b><u>7,500</u></b>
<b><u>4900 CAPITAL OUTLAY</u></b>				
4902 Buildings	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Total Capital Outlay</b>	<b><u>-</u></b>	<b><u>-</u></b>	<b><u>-</u></b>	<b><u>-</u></b>
 <b>TOTAL EXPENDITURES</b>	 <b><u>\$ 617,189</u></b>	 <b><u>\$ 646,535</u></b>	 <b><u>\$ 639,533</u></b>	 <b><u>\$ 678,876</u></b>

**CITY OF DEER PARK  
2017-2018 ANNUAL BUDGET**

**EXPENDITURE SUMMARY**

**504 - METER READERS**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
Personnel & Related	\$ 272,433	\$ 290,050	\$ 282,704	\$ 297,200
Services	8,240	8,360	5,500	8,360
Supplies	8,940	23,416	22,100	12,666
Repairs & Maintenance	5,662	9,200	9,200	9,200
Capital Outlay	-	26,806	24,614	-
<b>Total Expenditures</b>	<b>\$ 295,276</b>	<b>\$ 357,832</b>	<b>\$ 344,118</b>	<b>\$ 327,426</b>

**PERSONNEL SCHEDULE**

Crew Leader	1	1	1	1
Meter Readers	4	4	4	4

**PROGRAM DESCRIPTION**

The Meter Readers are responsible for reading water meters and connecting or disconnecting water service for utility customers. The department also handles meter repairs and replacements.

**CITY OF DEER PARK  
2017-2018 ANNUAL BUDGET**

**504 - METER READERS**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
<b><u>4100 PERSONNEL &amp; RELATED</u></b>				
4101 Salaries - Full Time	\$ 194,915	\$ 201,440	\$ 192,104	\$ 203,651
4103 Salaries - Temporary	432	-	-	-
4104 Salaries - Overtime	813	2,000	2,200	2,000
4106 Social Security/Medicare	14,344	15,428	14,305	15,591
4107 TMRS	27,742	29,022	27,050	29,734
4108 Health & Life Insurance	31,189	38,148	43,700	41,736
4109 Workers Compensation	2,320	3,322	1,900	2,598
4114 Section 125 Admin Fee	33	45	45	45
4117 Health Savings Account	644	645	1,400	1,845
<b>Total Personnel &amp; Related</b>	<b><u>272,433</u></b>	<b><u>290,050</u></b>	<b><u>282,704</u></b>	<b><u>297,200</u></b>
<b><u>4200 SERVICES</u></b>				
4216 Mobile Telephone	1,472	2,220	1,500	2,220
4279 Software - Other	-	220	-	220
4290 Contract Labor	6,768	5,920	4,000	5,920
<b>Total Services</b>	<b><u>8,240</u></b>	<b><u>8,360</u></b>	<b><u>5,500</u></b>	<b><u>8,360</u></b>
<b><u>4300 SUPPLIES</u></b>				
4301 Office Supplies	-	50	-	50
4302 Cleaning Supplies	-	50	-	50
4303 Operational Supplies	1,194	1,200	1,500	1,200
4308 Small Tools & Minor Equipment	447	11,690	11,500	940
4311 Uniforms	1,087	1,200	1,100	1,200
4314 Protective Clothing	-	226	-	226
4328 Gasoline	6,212	8,000	8,000	8,000
4344 Water Meters & Boxes	-	1,000	-	1,000
<b>Total Supplies</b>	<b><u>8,940</u></b>	<b><u>23,416</u></b>	<b><u>22,100</u></b>	<b><u>12,666</u></b>

**CITY OF DEER PARK  
2017-2018 ANNUAL BUDGET**

**504 - METER READERS**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
<b><u>4400 REPAIRS &amp; MAINTENANCE</u></b>				
4401 Vehicles	2,056	5,000	5,000	5,000
4403 Computer Equipment	<u>3,606</u>	<u>4,200</u>	<u>4,200</u>	<u>4,200</u>
<b>Total Repairs &amp; Maintenance</b>	<b><u>5,662</u></b>	<b><u>9,200</u></b>	<b><u>9,200</u></b>	<b><u>9,200</u></b>
<b><u>4900 CAPITAL OUTLAY</u></b>				
4904 Machinery & Equipment	-	-	-	-
4906 Automobiles & Light Trucks	<u>-</u>	<u>26,806</u>	<u>24,614</u>	<u>-</u>
<b>Total Capital Outlay</b>	<b><u>-</u></b>	<b><u>26,806</u></b>	<b><u>24,614</u></b>	<b><u>-</u></b>
 <b>TOTAL EXPENDITURES</b>	 <b><u>\$ 295,276</u></b>	 <b><u>\$ 357,832</u></b>	 <b><u>\$ 344,118</u></b>	 <b><u>\$ 327,426</u></b>

**CITY OF DEER PARK  
2017-2018 ANNUAL BUDGET**

**EXPENDITURE SUMMARY**

**505 - WASTE WATER TREATMENT PLANT**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
Personnel & Related	\$ 580,770	\$ 559,787	\$ 553,625	\$ 573,891
Services	450,791	726,000	528,575	718,000
Supplies	48,422	57,500	56,850	55,930
Repairs & Maintenance	103,146	69,385	67,835	78,151
Capital Outlay	14,760	124,510	-	8,000
<b>Total Expenditures</b>	<b>\$ 1,197,889</b>	<b>\$ 1,537,182</b>	<b>\$ 1,206,885</b>	<b>\$ 1,433,972</b>

**PERSONNEL SCHEDULE**

Sewer Plant Supervisor	1	1	1	1
Lab Technician	1	1	1	1
Crew Leader	1	1	1	1
Sewer Plant Operator "C"	1	1	1	1
Maintenance Technician III	1	1	1	1
Laborer	1	1	1	1
Summer Laborer - Temporary	2	2	2	2

**PROGRAM DESCRIPTION**

The Waste Water Treatment Plant operation provides for the treatment of all waste water according to the rules and regulations of the U.S. Environmental Protection Agency (EPA) and the Texas Commission on Environmental Quality (TCEQ). These operations include maintenance of the plant and operation of the plant laboratory.

**CITY OF DEER PARK  
2017-2018 ANNUAL BUDGET**

**505 - WASTE WATER TREATMENT PLANT**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
<b><u>4100 PERSONNEL &amp; RELATED</u></b>				
4101 Salaries - Full Time	\$ 361,625	\$ 344,304	\$ 345,435	\$ 353,356
4103 Salaries - Temporary	2,525	5,850	5,850	5,850
4104 Salaries - Overtime	63,708	53,500	52,200	53,500
4106 Social Security/Medicare	30,230	30,363	29,900	31,048
4107 TMRS	58,148	56,072	56,600	58,328
4108 Health & Life Insurance	60,603	64,668	60,900	68,436
4109 Workers Compensation	3,219	4,295	2,455	3,238
4114 Section 125 Admin Fee	67	90	123	135
4117 Health Savings Account	644	645	162	-
<b>Total Personnel &amp; Related</b>	<b>580,770</b>	<b>559,787</b>	<b>553,625</b>	<b>573,891</b>
<b><u>4200 SERVICES</u></b>				
4212 Utilities - Electric	318,427	575,000	375,000	575,000
4214 Utilities - Gas	433	800	700	800
4216 Mobile Telephone	-	-	-	-
4231 Equipment Rental	712	1,000	-	1,000
4240 Consultant Fee	-	16,000	16,000	-
4250 Training & Travel	911	3,000	2,500	3,000
4252 Dues & Fees	492	1,000	980	1,000
4253 Disposal Fees	56,198	50,000	50,000	50,400
4254 Inspections & Permits	35,687	36,000	37,395	38,000
4271 Water Analysis	37,930	43,200	46,000	43,200
4290 Contract Labor	-	-	-	5,600
<b>Total Services</b>	<b>450,791</b>	<b>726,000</b>	<b>528,575</b>	<b>718,000</b>
<b><u>4300 SUPPLIES</u></b>				
4301 Office Supplies	346	600	600	600
4302 Cleaning Supplies	-	-	-	-
4303 Operational Supplies	10,465	10,400	10,400	10,400
4304 Data Processing Supplies	102	300	300	500
4308 Small Tools & Minor Equipment	7,456	8,200	15,800	9,830
4311 Uniforms	1,623	1,800	1,800	1,800
4314 Protective Clothing	-	-	-	-
4316 Chemicals	24,658	25,000	24,500	25,000
4328 Gasoline	409	1,200	450	800
4329 Diesel	3,364	10,000	3,000	7,000
<b>Total Supplies</b>	<b>48,422</b>	<b>57,500</b>	<b>56,850</b>	<b>55,930</b>

**CITY OF DEER PARK  
2017-2018 ANNUAL BUDGET**

**505 - WASTE WATER TREATMENT PLANT**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
<b><u>4400 REPAIRS &amp; MAINTENANCE</u></b>				
4401 Vehicles	3,686	4,500	2,500	4,500
4402 Machinery & Equipment	4,509	4,885	5,000	4,885
4404 Buildings	5,780	5,000	5,335	200
4418 Mechanical Equipment	<u>89,171</u>	<u>55,000</u>	<u>55,000</u>	<u>68,566</u>
<b>Total Repairs &amp; Maintenance</b>	<b><u>103,146</u></b>	<b><u>69,385</u></b>	<b><u>67,835</u></b>	<b><u>78,151</u></b>
<b><u>4900 CAPITAL OUTLAY</u></b>				
4903 Improvements other than Bldgs	-	9,510	-	-
4904 Machinery & Equipment	<u>14,760</u>	<u>115,000</u>	<u>-</u>	<u>8,000</u>
<b>Total Capital Outlay</b>	<b><u>14,760</u></b>	<b><u>124,510</u></b>	<b><u>-</u></b>	<b><u>8,000</u></b>
 <b>TOTAL EXPENDITURES</b>	 <b><u>\$ 1,197,889</u></b>	 <b><u>\$ 1,537,182</u></b>	 <b><u>\$ 1,206,885</u></b>	 <b><u>\$ 1,433,972</u></b>

**CITY OF DEER PARK  
2017-2018 ANNUAL BUDGET**

**EXPENDITURE SUMMARY**

**506 - WATER TREATMENT PLANT**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
Personnel & Related	\$ 780,789	\$ 827,726	\$ 642,275	\$ 829,156
Services	212,062	320,950	231,385	400,590
Supplies	1,378,538	1,532,180	1,425,090	1,572,090
Repairs & Maintenance	180,159	643,608	645,461	126,035
Capital Outlay	162,472	799,000	799,000	846,500
<b>Total Expenditures</b>	<b>\$ 2,714,020</b>	<b>\$ 4,123,464</b>	<b>\$ 3,743,211</b>	<b>\$ 3,774,371</b>

**PERSONNEL SCHEDULE**

Water Plant Supervisor	1	1	1	1
Lab Technician	1	1	1	1
Water Plant Operator "B"	2	2	2	2
Water Plant Operator "C"	4	4	4	4
Water Plant Operator "C"/Maint. Tech I	0	0	0	1
Maintenance Technician I	2	2	2	1
Summer Laborer	0	1	1	1

**PROGRAM DESCRIPTION**

The Water Treatment Plant operation provides for the purification and total processing of all raw water received at the plant. Raw water is processed using various chemicals and the purified water is then pumped into the distribution system. Water quality is controlled by the in-house laboratory to ensure compliance with all State and Federal guidelines. Existing water wells and storage tanks are operated and controlled from the plant through computerized telemetry to retrieve, monitor and analyze data.

**CITY OF DEER PARK  
2017-2018 ANNUAL BUDGET**

**506 - WATER TREATMENT PLANT**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
<b><u>4100 PERSONNEL &amp; RELATED</u></b>				
4101 Salaries - Full Time	\$ 535,064	\$ 544,567	\$ 482,809	\$ 541,100
4103 Salaries - Temporary	-	2,900	2,900	2,900
4104 Salaries - Overtime	38,550	42,000	31,775	42,000
4106 Social Security/Medicare	41,122	43,721	38,525	44,219
4107 TMRS	78,828	81,723	72,625	83,886
4108 Health & Life Insurance	80,600	103,308	8,100	107,460
4109 Workers Compensation	6,563	9,417	5,385	7,366
4114 Section 125 Admin Fee	63	90	156	225
4117 Health Savings Account	-	-	-	-
<b>Total Personnel &amp; Related</b>	<b><u>780,789</u></b>	<b><u>827,726</u></b>	<b><u>642,275</u></b>	<b><u>829,156</u></b>
<b><u>4200 SERVICES</u></b>				
4212 Utilities - Electric	157,843	257,000	160,000	257,000
4216 Mobile Telephones	1,514	1,600	1,625	1,840
4219 Mobile Technology	-	-	-	1,000
4240 Consultant Fees	4,200	8,950	12,432	8,950
4241 Consulting Engineer Fees	-	-	-	75,000
4250 Training & Travel	2,797	3,500	3,500	3,500
4252 Dues & Fees	31,223	33,000	33,680	33,000
4254 Inspection Fees	-	-	-	4,800
4271 Water Analysis	3,052	16,900	12,000	14,000
4290 Contract Labor	11,432	-	8,148	1,500
<b>Total Services</b>	<b><u>212,062</u></b>	<b><u>320,950</u></b>	<b><u>231,385</u></b>	<b><u>400,590</u></b>
<b><u>4300 SUPPLIES</u></b>				
4301 Office Supplies	1,188	1,000	1,000	1,000
4303 Operational Supplies	17,180	15,000	15,000	15,000
4304 Data Processing Supplies	-	-	-	1,000
4305 Printing	158	200	150	200
4307 Postage	101	500	880	500
4308 Small Tools & Minor Equipment	16,392	21,630	27,860	60,540
4311 Uniforms	2,503	2,800	2,500	2,800
4314 Protective Clothing	-	-	-	-
4316 Chemicals	363,894	420,000	400,000	420,000
4328 Gasoline	1,418	2,350	1,700	2,350
4329 Diesel	1,046	3,500	1,000	3,500
4348 Books	-	200	-	200
4350 Raw Water	974,656	1,065,000	975,000	1,065,000
<b>Total Supplies</b>	<b><u>1,378,538</u></b>	<b><u>1,532,180</u></b>	<b><u>1,425,090</u></b>	<b><u>1,572,090</u></b>

**CITY OF DEER PARK  
2017-2018 ANNUAL BUDGET**

**506 - WATER TREATMENT PLANT**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
<b><u>4400 REPAIRS &amp; MAINTENANCE</u></b>				
4401 Vehicles	680	1,000	350	1,000
4402 Machinery & Equipment	10,325	10,000	10,000	16,550
4403 Computer Equipment	-	-	-	5,585
4404 Building	-	22,608	23,111	10,000
4411 Sludge Removal from Lagoon	101,060	520,000	520,000	-
4415 Water Mains & Fire Hydrants	-	-	-	-
4416 Water Wells	10,697	20,000	22,000	22,900
4418 Mechanical Equipment	<u>57,397</u>	<u>70,000</u>	<u>70,000</u>	<u>70,000</u>
<b>Total Repairs &amp; Maintenance</b>	<b><u>180,159</u></b>	<b><u>643,608</u></b>	<b><u>645,461</u></b>	<b><u>126,035</u></b>
<b><u>4900 CAPITAL OUTLAY</u></b>				
4902 Buildings	-	-	27,000	-
4903 Improvements other than Bldgs	92,038	121,000	184,500	30,000
4904 Machinery & Equipment	58,210	678,000	587,500	790,500
4906 Automobiles & Light Trucks	-	-	-	26,000
4941 Consulting Engineer Fee	<u>12,224</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Total Capital Outlay</b>	<b><u>162,472</u></b>	<b><u>799,000</u></b>	<b><u>799,000</u></b>	<b><u>846,500</u></b>
 <b>TOTAL EXPENDITURES</b>	 <b><u>\$ 2,714,020</u></b>	 <b><u>\$ 4,123,464</u></b>	 <b><u>\$ 3,743,211</u></b>	 <b><u>\$ 3,774,371</u></b>

**CITY OF DEER PARK  
2017-2018 ANNUAL BUDGET**

**EXPENDITURE SUMMARY**

**550/750 - EMPLOYEE BENEFITS & OTHER**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
Personnel & Related	\$ 50,849	\$ 90,280	\$ 67,320	\$ 90,280
Services	57	30	135	150
Other Operating Expenditures	94,480	98,200	98,200	99,421
<b>Total Expenditures</b>	<b>\$ 145,386</b>	<b>\$ 188,510</b>	<b>\$ 165,655</b>	<b>\$ 189,851</b>

**PROGRAM DESCRIPTION**

Employee Benefits is set up as a control center for personnel costs including the City's portion of FICA, TMRS, hospitalization insurance, workers' compensation insurance, and state unemployment insurance. Employee benefits are now budgeted on a department level with only the associated City portion included here starting in fiscal year 2013-2014.

**CITY OF DEER PARK  
2017-2018 ANNUAL BUDGET**

**550/750 - EMPLOYEE BENEFITS & OTHER**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
<b><u>4100 PERSONNEL &amp; RELATED</u></b>				
4106 Social Security/Medicare	\$ -	\$ 1,500	\$ -	\$ 1,500
4107 TMRS	-	5,000	-	5,000
4108 Health & Life Insurance	33,794	55,000	53,000	55,000
4109 Workers Compensation	17,055	25,000	14,320	25,000
4110 State Unemployment	-	1,000	-	1,000
4114 Section 125 Admin Fee	-	280	-	280
4117 Health Savings Account	-	2,500	-	2,500
<b>Total Personnel &amp; Related</b>	<b><u>50,849</u></b>	<b><u>90,280</u></b>	<b><u>67,320</u></b>	<b><u>90,280</u></b>
<b><u>4200 SERVICES</u></b>				
4252 Dues & Fees	<u>57</u>	<u>30</u>	<u>135</u>	<u>150</u>
<b>Total Services</b>	<b><u>57</u></b>	<b><u>30</u></b>	<b><u>135</u></b>	<b><u>150</u></b>
<b><u>4500 OTHER OPERATING EXP.</u></b>				
4530 Operating Transfers	<u>94,480</u>	<u>98,200</u>	<u>98,200</u>	<u>99,421</u>
<b>Total Other Operating Expenditures</b>	<b><u>94,480</u></b>	<b><u>98,200</u></b>	<b><u>98,200</u></b>	<b><u>99,421</u></b>
 <b>TOTAL EXPENDITURES</b>	 <b><u>\$ 145,386</u></b>	 <b><u>\$ 188,510</u></b>	 <b><u>\$ 165,655</u></b>	 <b><u>\$ 189,851</u></b>

**CITY OF DEER PARK  
2017-2018 ANNUAL BUDGET**

**EXPENDITURE SUMMARY**

**900 - WATER/SEWER DEBT SERVICE**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
Fiscal Charges	\$ 5,049	\$ 12,000	\$ 5,350	\$ 6,500
Principal Payments	1,370,675	1,564,960	1,569,960	1,289,575
Interest Payments	<u>1,035,408</u>	<u>1,283,377</u>	<u>1,195,746</u>	<u>880,067</u>
<b>Total Expenditures</b>	<b><u>\$ 2,411,132</u></b>	<b><u>\$ 2,860,337</u></b>	<b><u>\$ 2,771,056</u></b>	<b><u>\$ 2,176,142</u></b>

**PROGRAM DESCRIPTION**

These debt service payments and fiscal charges (e.g., paying agent fees, escrow fees, etc.) relate to debt issued to fund projects for the City's water and sanitary sewer systems.

**CITY OF DEER PARK  
2017-2018 ANNUAL BUDGET**

**900 - WATER/SEWER DEBT SERVICE**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
<b><u>4500 OTHER OPERATING EXP.</u></b>				
<u>4525 Fiscal Charges</u>				
Paying Agent Fees	\$ 5,049	\$ 12,000	\$ 5,350	\$ 6,500
<b>Total Fiscal Charges</b>	<b><u>5,049</u></b>	<b><u>12,000</u></b>	<b><u>5,350</u></b>	<b><u>6,500</u></b>
 <u>4531 Principal Payments</u>				
2002 Rev Bonds \$5,000,000 (TWDB)	250,000	250,000	250,000	250,000
2010 GO Ref Bonds \$6,295,000 (% Alloc)	280,675	274,960	274,960	139,575
2011 GO Ref Bonds \$3,490,000	320,000	310,000	310,000	183,000
2014 GO Ref Bonds \$1,955,000 (% Alloc)	-	-	-	-
2011 CO \$3,390,000	100,000	100,000	100,000	93,000
2012 CO \$4,725,000	120,000	155,000	155,000	90,000
2013 CO \$6,925,000	50,000	55,000	55,000	84,000
2014 CO \$6,275,000	100,000	105,000	105,000	141,000
2015-A CO \$7,110,000	150,000	150,000	150,000	132,000
2016-A CO \$6,885,000	-	165,000	170,000	105,000
2017-A CO \$6,690,000 - <i>Proposed</i>	-	-	-	72,000
<b>Total Principal Payments</b>	<b><u>1,370,675</u></b>	<b><u>1,564,960</u></b>	<b><u>1,569,960</u></b>	<b><u>1,289,575</u></b>
 <u>4531 Interest Payments</u>				
2002 Rev Bonds \$5,000,000 (TWDB)	20,031	12,625	12,625	4,250
2010 GO Ref Bonds \$6,295,000 (% Alloc)	87,369	40,439	40,439	19,640
2011 GO Ref Bonds \$3,490,000	59,150	52,850	52,850	27,562
2014 GO Ref Bonds \$1,955,000 (% Alloc)	35,464	35,447	35,447	35,447
2011 CO \$3,390,000	107,600	105,600	105,600	61,597
2012 CO \$4,725,000	119,252	116,503	116,503	68,071
2013 CO \$6,925,000	222,400	221,350	221,350	131,430
2014 CO \$6,275,000	219,325	217,275	217,275	127,620
2015-A CO \$7,110,000	164,817	206,325	206,325	121,575
2016-A CO \$6,885,000	-	274,963	187,332	126,945
2017-A CO \$6,690,000 - <i>Proposed</i>	-	-	-	155,930
<b>Total Interest Payments</b>	<b><u>1,035,408</u></b>	<b><u>1,283,377</u></b>	<b><u>1,195,746</u></b>	<b><u>880,067</u></b>
 <b>TOTAL EXPENDITURES</b>	<b><u>\$ 2,411,132</u></b>	<b><u>\$ 2,860,337</u></b>	<b><u>\$ 2,771,056</u></b>	<b><u>\$ 2,176,142</u></b>

**CITY OF DEER PARK**  
**2017-2018 ANNUAL BUDGET**  
**FUTURE DEBT SERVICE REQUIREMENTS - WATER/SEWER DEBT**

<u>FISCAL YEAR</u>	<u>PRINCIPAL</u>	<u>INTEREST</u>	<u>TOTAL</u>
2018	\$ 1,289,575.00	\$ 880,067.33	\$ 2,169,642.33
2019	1,226,570.00	866,719.55	2,093,289.55
2020	1,264,289.00	829,717.66	2,094,006.66
2021	1,345,874.00	789,501.11	2,135,375.11
2022	1,296,910.00	749,142.45	2,046,052.45
2023	1,335,910.00	709,935.15	2,045,845.15
2024	1,767,750.00	663,515.25	2,431,265.25
2025	1,425,000.00	613,424.25	2,038,424.25
2026	1,485,000.00	566,245.50	2,051,245.50
2027	1,536,000.00	515,723.25	2,051,723.25
2028	1,590,000.00	460,732.50	2,050,732.50
2029	1,650,000.00	402,060.00	2,052,060.00
2030	1,710,000.00	340,082.25	2,050,082.25
2031	1,779,000.00	276,092.25	2,055,092.25
2032	1,842,000.00	209,572.50	2,051,572.50
2033	1,539,000.00	147,416.25	1,686,416.25
2034	1,179,000.00	97,455.00	1,276,455.00
2035	957,000.00	57,855.00	1,014,855.00
2036	648,000.00	28,035.00	676,035.00
2037	<u>351,000.00</u>	<u>7,897.50</u>	<u>358,897.50</u>
TOTAL	<u>\$ 27,217,878.00</u>	<u>\$ 9,211,189.75</u>	<u>\$ 36,429,067.75</u>

**CITY OF DEER PARK  
2017-2018 ANNUAL BUDGET  
STORM WATER**

**REVENUE SUMMARY**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROJECTED 17-18
Service Fees	\$ 278,251	\$ 351,000	\$ 303,000	\$ 337,500
Prior Year Revenue	<u>81,239</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Total Revenue</b>	<b><u>\$ 359,490</u></b>	<b><u>\$ 351,000</u></b>	<b><u>\$ 303,000</u></b>	<b><u>\$ 337,500</u></b>

**CITY OF DEER PARK  
2017-2018 ANNUAL BUDGET  
STORM WATER**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROJECTED 17-18
<b><u>3200 SERVICE FEES</u></b>				
3212 Late Charges	\$ 7,364	\$ 10,000	\$ 7,400	\$ 7,500
3230 Residential Storm Water Fee	155,796	198,000	169,500	187,000
3231 Commercial Storm Water Fee	114,458	143,000	126,100	143,000
3321 Storm Water Violations	<u>633</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Total Service Fees</b>	<b><u>278,251</u></b>	<b><u>351,000</u></b>	<b><u>303,000</u></b>	<b><u>337,500</u></b>
 <b>Prior Year Revenue</b>	 <b><u>81,239</u></b>	 <b><u>-</u></b>	 <b><u>-</u></b>	 <b><u>-</u></b>
 <b>TOTAL REVENUE</b>	 <b><u>\$ 359,490</u></b>	 <b><u>\$ 351,000</u></b>	 <b><u>\$ 303,000</u></b>	 <b><u>\$ 337,500</u></b>

**CITY OF DEER PARK  
2017-2018 ANNUAL BUDGET  
STORM WATER FUND EXPENDITURE SUMMARY**

DEPARTMENT	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
Storm Water	<u>\$ 359,490</u>	<u>\$ 351,000</u>	<u>\$ 276,429</u>	<u>\$ 337,500</u>
<b>TOTAL EXPENDITURES</b>	<u><b>\$ 359,490</b></u>	<u><b>\$ 351,000</b></u>	<u><b>\$ 276,429</b></u>	<u><b>\$ 337,500</b></u>

**CITY OF DEER PARK  
2017-2018 ANNUAL BUDGET  
STORM WATER**

**EXPENDITURE SUMMARY**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
Personnel & Related	\$ 94,663	\$ 95,236	\$ 93,399	\$ 100,763
Services	5,533	11,275	1,025	11,425
Supplies	3,622	11,401	1,000	5,551
Repairs & Maintenance	4,098	20,700	250	26,400
Other Operating Expenditures	-	31,188	-	20,061
Capital Outlay	251,574	181,200	180,755	173,300
<b>Total Expenditures</b>	<b>\$ 359,490</b>	<b>\$ 351,000</b>	<b>\$ 276,429</b>	<b>\$ 337,500</b>

**PROGRAM DESCRIPTION**

The Storm Water Department is responsible for the City's compliance with the federal mandate known as the National Pollutant Discharge Elimination System (NPDES). The NPDES mandate requires cities to implement programs and practices to control polluted storm water run-off through a permitting program. The City is required to develop a storm water management program to address a minimum of six control measures. The program can be developed and implemented in phases over a five-year period.

**PERSONNEL SCHEDULE**

Stormwater/Water Resource Specialist	1	1	1	1
Temporary Summer Help	1	0	0	0

**CITY OF DEER PARK  
2017-2018 ANNUAL BUDGET  
STORM WATER**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
<b><u>4100 PERSONNEL &amp; RELATED</u></b>				
4101 Salaries - Full Time	\$ 72,732	\$ 71,992	\$ 71,107	\$ 76,438
4103 Salaries - Temporary	-	-	-	-
4104 Salaries - Overtime	147	572	572	572
4106 Social Security/Medicare	5,419	5,524	5,430	5,817
4107 TMRS	10,095	10,392	9,950	11,094
4108 Health & Life Insurance	5,562	6,012	5,645	6,120
4109 Workers Compensation	63	99	50	77
4110 State Unemployment	-	-	-	-
4114 Section 125 Admin Fee	-	-	-	-
4117 Health Savings Account	644	645	645	645
<b>Total Personnel &amp; Related</b>	<b><u>94,663</u></b>	<b><u>95,236</u></b>	<b><u>93,399</u></b>	<b><u>100,763</u></b>
<b><u>4200 SERVICES</u></b>				
4216 Mobile Telephone	624	625	625	625
4231 Equipment Rental	-	-	-	-
4240 Consultant Fees	29	5,000	-	5,000
4244 Advertising	-	350	-	100
4250 Training & Travel	3,169	3,000	-	3,000
4252 Dues & Fees	1,411	900	100	2,100
4254 Inspections & Permits	300	400	300	400
4279 Software - Other	-	1,000	-	200
<b>Total Services</b>	<b><u>5,533</u></b>	<b><u>11,275</u></b>	<b><u>1,025</u></b>	<b><u>11,425</u></b>
<b><u>4300 SUPPLIES</u></b>				
4301 Office Supplies	-	200	-	100
4303 Operational Supplies	2,654	7,000	1,000	3,000
4304 Data Processing Supplies	-	500	-	150
4305 Printing	-	100	-	100
4308 Small Tools & Minor Equipment	-	2,000	-	1,000
4311 Uniforms	255	350	-	350
4314 Protective Clothing	-	151	-	151
4328 Gasoline	195	600	-	400
4348 Books	518	500	-	300
<b>Total Supplies</b>	<b><u>3,622</u></b>	<b><u>11,401</u></b>	<b><u>1,000</u></b>	<b><u>5,551</u></b>

**CITY OF DEER PARK  
2017-2018 ANNUAL BUDGET  
STORM WATER**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
<b><u>4400 REPAIRS &amp; MAINTENANCE</u></b>				
4401 Vehicles	1,713	500	250	500
4403 Computer Equipment	-	200	-	200
4408 Storm Sewer	<u>2,385</u>	<u>20,000</u>	<u>-</u>	<u>25,700</u>
<b>Total Repairs &amp; Maintenance</b>	<b><u>4,098</u></b>	<b><u>20,700</u></b>	<b><u>250</u></b>	<b><u>26,400</u></b>
<b><u>4500 OTHER OPERATING EXP.</u></b>				
4510 Contingency	<u>-</u>	<u>31,188</u>	<u>-</u>	<u>20,061</u>
<b>Total Other Operating Exp.</b>	<b><u>-</u></b>	<b><u>31,188</u></b>	<b><u>-</u></b>	<b><u>20,061</u></b>
<b><u>4900 CAPITAL OUTLAY</u></b>				
4903 Improvements Other than Buildings	93,701	-	-	-
4904 Machinery & Equipment	-	-	-	-
4907 Trucks & Heavy Rolling Stock	-	-	-	-
4908 Lease Purchase	157,874	181,200	180,755	173,300
4914 Storm Drainage	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Total Other Operating Exp.</b>	<b><u>251,574</u></b>	<b><u>181,200</u></b>	<b><u>180,755</u></b>	<b><u>173,300</u></b>
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 359,490</u></b>	<b><u>\$ 351,000</u></b>	<b><u>\$ 276,429</u></b>	<b><u>\$ 337,500</u></b>

**CITY OF DEER PARK  
2017 - 2018 ANNUAL BUDGET  
GOLF COURSE LEASE REVENUES & RESOURCES**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROJECTED 17-18
<b><u>User Fees</u></b>				
3566 Liquor Sales	\$ -	\$ -	\$ -	\$ -
3567 Wine Sales	-	-	-	-
3568 Beer Sales	-	-	-	-
<b>Total User Fees</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b><u>Other Revenue</u></b>				
3614 Sale of Surplus Material	9,292	-	-	-
3640 Transfer from Other Funds	172,000	50,000	50,000	106,000
3641 Prior Year Revenue	-	-	-	-
<b>Total Other Revenue</b>	<b>181,292</b>	<b>50,000</b>	<b>50,000</b>	<b>106,000</b>
<b><u>Restricted Revenue</u></b>				
3716 Golf Course Rent Payment	40,000	-	-	-
3717 Golf Course Percentage Rent Payment	-	-	-	-
3718 Golf Course Equipment Reimbursement	63,681	70,000	70,000	70,000
<b>Total Restricted Revenue</b>	<b>103,681</b>	<b>70,000</b>	<b>70,000</b>	<b>70,000</b>
<b>Total Current Revenue</b>	<b>284,973</b>	<b>120,000</b>	<b>120,000</b>	<b>176,000</b>
<b>Prior Year Revenue</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Revenue</b>	<b>\$ 284,973</b>	<b>\$ 120,000</b>	<b>\$ 120,000</b>	<b>\$ 176,000</b>

**CITY OF DEER PARK  
2017-2018 ANNUAL BUDGET  
GOLF COURSE LEASE FUND EXPENDITURE SUMMARY**

DEPARTMENT	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
Golf Course Lease	\$ 386,318	\$ 120,000	\$ 120,000	\$ 176,000
<b>TOTAL EXPENDITURES</b>	<b>\$ 386,318</b>	<b>\$ 120,000</b>	<b>\$ 120,000</b>	<b>\$ 176,000</b>

**CITY OF DEER PARK  
GOLF COURSE LEASE FUND  
2017-2018 ANNUAL BUDGET**

**EXPENDITURE SUMMARY**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
Personnel & Related	\$ -	\$ -	\$ -	\$ -
Services	62,268	70,000	70,000	70,000
Supplies	5,064	-	-	-
Repairs & Maintenance	132,303	50,000	50,000	50,000
Other Operating Expenditures	-	-	-	-
Capital Outlay	186,683	-	-	56,000
<b>Total Expenditures</b>	<b>\$ 386,318</b>	<b>\$ 120,000</b>	<b>\$ 120,000</b>	<b>\$ 176,000</b>

**PROGRAM DESCRIPTION**

This department is responsible for maintaining the Battleground at Deer Park Golf Course through a lease agreement. Responsibilities include the 18-hole golf course, 3-hole teaching facility, driving range, clubhouse, and grounds around the clubhouse.

**CITY OF DEER PARK  
GOLF COURSE LEASE FUND  
2017-2018 ANNUAL BUDGET**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
<b><u>4100 PERSONNEL &amp; RELATED</u></b>				
4101 Salaries - Full Time	\$ -	\$ -	\$ -	\$ -
4104 Salaries - Overtime	-	-	-	-
4106 Social Security/Medicare	-	-	-	-
4107 TMRS	-	-	-	-
4108 Health & Life Insurance	-	-	-	-
<b>Total Personnel &amp; Related</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b><u>4200 SERVICES</u></b>				
4212 Utilities - Electric	-	-	-	-
4214 Utilities - Gas	-	-	-	-
4218 Utilities - Cable	-	-	-	-
4231 Equipment Rental	62,268	70,000	70,000	70,000
4250 Training & Travel	-	-	-	-
<b>Total Services</b>	<u>62,268</u>	<u>70,000</u>	<u>70,000</u>	<u>70,000</u>
<b><u>4300 SUPPLIES</u></b>				
4303 Operational Supplies	-	-	-	-
4308 Small Tools & Minor Equipment	5,064	-	-	-
4345 Alcoholic Beverages	-	-	-	-
<b>Total Supplies</b>	<u>5,064</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b><u>4400 REPAIRS &amp; MAINTENANCE</u></b>				
4404 Buildings	6,828	30,000	30,000	30,000
4409 Air Conditioners	-	10,000	10,000	10,000
4412 Grounds	125,475	10,000	10,000	10,000
<b>Total Repairs &amp; Maintenance</b>	<u>132,303</u>	<u>50,000</u>	<u>50,000</u>	<u>50,000</u>
<b><u>4500 OTHER OPERATING EXP.</u></b>				
4545 Mixed Beverage Tax	-	-	-	-
4599 Misc. Operating Expenditures	-	-	-	-
<b>Total Other Operating Expenditures</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b><u>4900 CAPITAL OUTLAY</u></b>				
4902 Buildings	172,000	-	-	-
4903 Improvements Other Than Bldgs.	-	-	-	56,000
4904 Machinery & Equipment	14,683	-	-	-
<b>Total Capital Outlay</b>	<u>186,683</u>	<u>-</u>	<u>-</u>	<u>56,000</u>
<b>TOTAL EXPENDITURES</b>	<u><b>\$ 386,318</b></u>	<u><b>\$ 120,000</b></u>	<u><b>\$ 120,000</b></u>	<u><b>\$ 176,000</b></u>

**CITY OF DEER PARK  
2017 - 2018 ANNUAL BUDGET  
CAPITAL IMPROVEMENT FUND REVENUES & RESOURCES**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROJECTED 17-18
<b><u>Other Revenue</u></b>				
3620 Investment Revenue	\$ 395	\$ -	\$ 700	\$ -
3640 Transfer from General Fund	2,130,000	721,148	5,336,835	3,566,440
3698 Proceeds from Capital Leases	-	-	-	-
<b>Total Other Revenue</b>	<b><u>2,130,395</u></b>	<b><u>721,148</u></b>	<b><u>5,337,535</u></b>	<b><u>3,566,440</u></b>
<b><u>Special Revenue</u></b>				
3837 Library Donations	-	-	-	-
<b>Total Special Revenue</b>	<b><u>-</u></b>	<b><u>-</u></b>	<b><u>-</u></b>	<b><u>-</u></b>
<b>Total Current Revenue</b>	<b>2,130,395</b>	<b>721,148</b>	<b>5,337,535</b>	<b>3,566,440</b>
<b><u>Prior Year Revenue</u></b>				
Prior Year Reserves	-	2,477,000	-	2,839,813
<b>Prior Year Revenue</b>	<b><u>-</u></b>	<b><u>2,477,000</u></b>	<b><u>-</u></b>	<b><u>2,839,813</u></b>
<b>Total Revenue</b>	<b><u>\$ 2,130,395</u></b>	<b><u>\$ 3,198,148</u></b>	<b><u>\$ 5,337,535</u></b>	<b><u>\$ 6,406,253</u></b>

**CITY OF DEER PARK  
2017-2018 ANNUAL BUDGET  
CAPITAL IMPROVEMENTS FUND EXPENDITURE SUMMARY BY DEPARTMENT**

DEPARTMENT		ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
105	General Government	\$ 283,575	\$ -	\$ 3,143,440	\$ 3,622,440
200	Information Technology	-	-	-	-
300	Police	-	-	-	-
304	Fire Department	-	-	-	157,000
401	Planning & Development	84,755	165,000	200,500	-
402	Sanitation	-	-	-	-
403	Street Maintenance	280,524	2,718,148	1,147,611	1,833,813
406	Storm Water	-	215,000	184,721	-
410	Park Maintenance	-	-	-	200,000
411	Recreation	-	-	-	56,000
412	Athletics & Aquatics	-	-	-	125,000
413	Building Maintenance	-	-	-	200,000
417	Drama	-	-	-	56,000
420	Library	-	-	-	56,000
	Contingency	-	100,000	64,500	100,000
<b>TOTAL EXPENDITURES</b>		<b>\$ 648,854</b>	<b>\$ 3,198,148</b>	<b>\$ 4,740,772</b>	<b>\$ 6,406,253</b>

**CITY OF DEER PARK  
CAPITAL IMPROVEMENTS FUND  
2017-2018 ANNUAL BUDGET**

**EXPENDITURE SUMMARY**

**CAPITAL IMPROVEMENTS FUND**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
Supplies	\$ -	\$ -	\$ -	\$ -
Repairs & Maintenance	-	2,718,148	1,147,611	1,833,813
Other Operating Expenditures	-	100,000	64,500	100,000
Capital Outlay	648,854	380,000	3,528,661	4,472,440
<b>Total Expenditures</b>	<b>\$ 648,854</b>	<b>\$ 3,198,148</b>	<b>\$ 4,740,772</b>	<b>\$ 6,406,253</b>

**PROGRAM DESCRIPTION**

The Capital Improvements Fund is established to provide designated funding for capital improvements on a cash or pay-as-you-go basis. This fund may be used as an alternative to long-term debt financing for selected capital improvements. Projects included in this fund are capital expenses of at least \$25,000.

**CITY OF DEER PARK  
CAPITAL IMPROVEMENTS FUND  
2017-2018 ANNUAL BUDGET**

**CAPITAL IMPROVEMENTS FUND**

<b>DESCRIPTION</b>	<b>ACTUAL 15-16</b>	<b>BUDGET 16-17</b>	<b>ESTIMATED 16-17</b>	<b>PROPOSED 17-18</b>
<b><u>4300 SUPPLIES</u></b>				
4308 Small Tools & Minor Equipment	\$ -	\$ -	\$ -	\$ -
<b>Total Supplies</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b><u>4400 REPAIRS &amp; MAINTENANCE</u></b>				
4404 Building	-	-	-	-
4406 Streets	-	2,218,148	847,611	1,633,813
4407 Sidewalks	-	500,000	300,000	200,000
<b>Total Repairs &amp; Maintenance</b>	<u>-</u>	<u>2,718,148</u>	<u>1,147,611</u>	<u>1,833,813</u>
<b><u>4500 OTHER OPERATING EXP.</u></b>				
4510 Contingency	-	100,000	64,500	100,000
<b>Total Other Operating Expenditures</b>	<u>-</u>	<u>100,000</u>	<u>64,500</u>	<u>100,000</u>
<b><u>4900 CAPITAL OUTLAY</u></b>				
4901 Land & Land Rights	-	-	-	-
4902 Buildings	283,575	-	3,122,440	3,479,440
4903 Improvements other than Bldgs.	-	-	-	493,000
4904 Machinery & Equipment	-	-	21,000	-
4905 Furniture & Fixtures	-	-	-	500,000
4906 Automobiles & Light Trucks	-	-	-	-
4907 Large Trucks/Heavy Rolling Stock	-	-	-	-
4908 Lease Purchase	-	-	-	-
4909 Parking Lots	-	-	-	-
4910 Streets	21,293	-	-	-
4911 Sidewalks	257,443	-	-	-
4914 Storm Drainage	84,755	380,000	385,221	-
4941 Consultin Engineer Fee	1,788	-	-	-
4942 Consulting Fee - Architect	-	-	-	-
<b>Total Capital Outlay</b>	<u>648,854</u>	<u>380,000</u>	<u>3,528,661</u>	<u>4,472,440</u>
<b>TOTAL EXPENDITURES</b>	<u>\$ 648,854</u>	<u>\$ 3,198,148</u>	<u>\$ 4,740,772</u>	<u>\$ 6,406,253</u>

**CITY OF DEER PARK  
2017-2018 ANNUAL BUDGET  
CAPITAL IMPROVEMENTS FUND EXPENDITURE SUMMARY**

DEPARTMENT / DESCRIPTION	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
<u>105 - General Government</u>			
Construction of New City Hall	\$ -	\$ 3,122,440	\$ 3,122,440
Video Surveillance - Luella		21,000	-
Furniture for New City Hall	-	-	500,000
<u>304 - Fire Department</u>			
Roof Replacement - Fire Station #1	-	-	157,000
<u>401 - Planning &amp; Development</u>			
Drainage Master Plan Projects	165,000	200,500	-
<u>403 - Street Maintenance</u>			
Street Replacement Program	1,718,148	616,061	1,633,813
Lane Restriping	500,000	231,550	-
Sidewalks	500,000	300,000	200,000
<u>406 - Storm Water</u>			
Destiny Subdivision Detention Pond Rehab	75,000	58,436	-
Catch Basin at Golf Course Barn Fueling Station	55,000	55,000	-
Moss Street Drainage Project	85,000	71,285	-
<u>410 - Park Maintenance</u>			
Add 1,000 sq. ft. Shade Structure at Bayou Bend Park	-	-	100,000
Repaving of Pony Field Parking Lot - P-Street	-	-	100,000
<u>411 - Recreation</u>			
Replace Existing Marquees - Community Center	-	-	56,000
<u>412 - Athletics &amp; Aquatics</u>			
New Slide Structure	-	-	125,000
<u>413 - Building Maintenance</u>			
Restore Roof at Community Center	-	-	200,000
<u>417 - Drama</u>			
Replace Existing Marquees - Theatre/Courts Bldg	-	-	56,000
<u>420 - Library</u>			
Replace Existing Marquees - Library	-	-	56,000
<u>Unallocated Funds</u>			
Contingency	100,000	64,500	100,000
<b>TOTAL PROPOSED EXPENDITURES</b>	<b>\$ 3,198,148</b>	<b>\$ 4,740,772</b>	<b>\$ 6,406,253</b>

**CITY OF DEER PARK**  
**CRIME CONTROL AND PREVENTION DISTRICT**

The purpose of the Deer Park Crime Control Prevention District ("CCPD") is to enhance the capability of law enforcement and to further crime prevention programs in the City. Authority for the CCPD is provided by Texas Local Government Code, Chapter 363, known as the Crime Control and Prevention District Act. On May 11, 2011, voters in the City of Deer Park approved the CCPD for a period of five years and the related fund was established by a dedicated one-fourth of one percent sales and use tax that became effective on October 1, 2011. On May 7, 2016, voters authorized continuation of the CCPD for a period of 10 years, which includes continuation of the dedicated one-fourth of one percent sales and use tax.

The CCPD is governed by a seven member board appointed by the City Council.

**CITY OF DEER PARK**  
***CRIME CONTROL AND PREVENTION DISTRICT (CCPD)***  
**2017-2018 ANNUAL BUDGET**

**REVENUE SUMMARY**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROJECTED 17-18
Tax Revenue	\$ 1,688,740	\$ 1,320,000	\$ 1,489,000	\$ 1,366,800
Other Revenue	2,133	-	1,500	-
Prior Year Revenue	-	-	1,658,279	75,296
<b>Total Revenue</b>	<b>\$ 1,690,873</b>	<b>\$ 1,320,000</b>	<b>\$ 3,148,779</b>	<b>\$ 1,442,096</b>

**CITY OF DEER PARK**  
**CRIME CONTROL AND PREVENTION DISTRICT (CCPD)**  
**2017-2018 ANNUAL BUDGET**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROJECTED 17-18
<b><u>3100 TAX REVENUE</u></b>				
3120 Sales Tax Revenue	\$ 1,688,740	\$ 1,320,000	\$ 1,489,000	\$ 1,366,800
<b>Total Tax Revenue</b>	<b><u>1,688,740</u></b>	<b><u>1,320,000</u></b>	<b><u>1,489,000</u></b>	<b><u>1,366,800</u></b>
<b><u>3600 OTHER REVENUE</u></b>				
3620 Investment Revenue	2,133	-	1,500	-
3630 Insurance Reimbursement	-	-	-	-
<b>Total Other Revenue</b>	<b><u>2,133</u></b>	<b><u>-</u></b>	<b><u>1,500</u></b>	<b><u>-</u></b>
<b>Prior Year Revenue</b>	<b><u>-</u></b>	<b><u>-</u></b>	<b><u>1,658,279</u></b>	<b><u>75,296</u></b>
<b>TOTAL REVENUE</b>	<b><u>\$ 1,690,873</u></b>	<b><u>\$ 1,320,000</u></b>	<b><u>\$ 3,148,779</u></b>	<b><u>\$ 1,442,096</u></b>

**CITY OF DEER PARK  
2017-2018 ANNUAL BUDGET  
CRIME CONTROL AND PREVENTION DISTRICT EXPENDITURE SUMMARY**

DEPARTMENT	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
Total Police Services	\$ 1,304,927	\$ 1,320,000	\$ 3,091,482	\$ 1,442,096
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,304,927</b>	<b>\$ 1,320,000</b>	<b>\$ 3,091,482</b>	<b>\$ 1,442,096</b>

**CITY OF DEER PARK**  
**CRIME CONTROL AND PREVENTION DISTRICT (CCPD)**  
**2017-2018 ANNUAL BUDGET**

**EXPENDITURE SUMMARY**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
Personnel & Related	\$ 246,926	\$ 445,902	\$ 345,819	\$ 693,739
Services	72,914	93,460	85,151	105,294
Supplies	139,087	121,420	112,100	180,826
Repairs & Maintenance	-	-	-	-
Other Operating Expenditures	-	-	-	15,000
Capital Outlay	846,000	400,156	2,548,412	447,237
Transition Fund	-	259,062	-	-
<b>Total Expenditures</b>	<b>\$ 1,304,927</b>	<b>\$ 1,320,000</b>	<b>\$ 3,091,482</b>	<b>\$ 1,442,096</b>

**PERSONNEL SCHEDULE**

Crime Prevention Officer	1	1	1	1
Sergeant - Investigations	1	1	1	1
Pro-Act Investigators	0	0	0	2
Dispatcher	3	3	3	3

**PROGRAM DESCRIPTION**

The purpose of this special revenue district is to enhance the capability of law enforcement and to further crime prevention programs in Deer Park.

**CITY OF DEER PARK**  
**CRIME CONTROL AND PREVENTION DISTRICT (CCPD)**  
**2017-2018 ANNUAL BUDGET**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
<b><u>4100 PERSONNEL &amp; RELATED</u></b>				
4101 Salaries - Full Time	\$ 166,343	\$ 290,532	\$ 216,028	\$ 458,861
4104 Salaries - Overtime	15,027	13,840	14,100	20,000
4106 Social Security/Medicare	13,255	23,154	17,100	36,304
4107 TMRS	25,616	43,511	29,750	69,224
4108 Health & Life Insurance	25,579	72,324	67,425	105,852
4109 Workers Compensation	1,066	2,361	1,360	3,273
4114 Section 125 Admin Fee	41	180	56	225
4117 Health Savings Account	-	-	-	-
<b>Total Personnel &amp; Related</b>	<b><u>246,926</u></b>	<b><u>445,902</u></b>	<b><u>345,819</u></b>	<b><u>693,739</u></b>
<b><u>4200 SERVICES</u></b>				
4231 Equipment Rental	6,020	21,600	7,200	21,600
4239 Audit Fee	2,000	2,000	2,000	2,000
4250 Training & Travel	3,527	828	828	1,410
4252 Dues & Fees	267	1,436	367	718
4279 Software - Other	61,099	65,626	72,786	79,566
4290 Contract Labor	-	1,970	1,970	-
<b>Total Services</b>	<b><u>72,914</u></b>	<b><u>93,460</u></b>	<b><u>85,151</u></b>	<b><u>105,294</u></b>
<b><u>4300 SUPPLIES</u></b>				
4304 Data Processing Supplies	-	699	629	-
4305 Printing	2,630	-	-	-
4307 Postage	1,866	185	30	327
4308 Small Tools & Minor Equipment	133,564	120,536	111,441	152,128
4311 Uniforms	1,026	-	-	-
4314 Protective Clothing	-	-	-	28,371
<b>Total Supplies</b>	<b><u>139,087</u></b>	<b><u>121,420</u></b>	<b><u>112,100</u></b>	<b><u>180,826</u></b>
<b><u>4400 REPAIRS &amp; MAINTENANCE</u></b>				
4402 Machinery & Equipment	-	-	-	-
<b>Total Repairs &amp; Maintenance</b>	<b><u>-</u></b>	<b><u>-</u></b>	<b><u>-</u></b>	<b><u>-</u></b>
<b><u>4500 OTHER OPERATING EXP.</u></b>				
4511 Salary Incentive Contingency	-	-	-	15,000
<b>Total Other Operating Exp.</b>	<b><u>-</u></b>	<b><u>-</u></b>	<b><u>-</u></b>	<b><u>15,000</u></b>

**CITY OF DEER PARK**  
**CRIME CONTROL AND PREVENTION DISTRICT (CCPD)**  
**2017-2018 ANNUAL BUDGET**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
<b><u>4900 CAPITAL OUTLAY</u></b>				
4902 Buildings	380,431	-	2,212,259	65,000
4904 Machinery & Equipment	123,907	194,360	141,957	108,503
4906 Automobiles & Light Trucks	263,208	205,796	185,787	273,734
4908 Lease Purchase	49,972	-	-	-
4941 Consulting Engineer Fee	28,482	-	8,409	-
<b>Total Capital Outlay</b>	<b><u>846,000</u></b>	<b><u>400,156</u></b>	<b><u>2,548,412</u></b>	<b><u>447,237</u></b>
<b>TOTAL OPERATING BUDGET</b>	<b>1,304,927</b>	<b>1,060,938</b>	<b>3,091,482</b>	<b>1,442,096</b>
<b>Transition Fund</b>	<b><u>-</u></b>	<b><u>259,062</u></b>	<b><u>-</u></b>	<b><u>-</u></b>
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 1,304,927</u></b>	<b><u>\$ 1,320,000</u></b>	<b><u>\$ 3,091,482</u></b>	<b><u>\$ 1,442,096</u></b>

**CITY OF DEER PARK**  
**FIRE CONTROL, PREVENTION, AND EMERGENCY MEDICAL SERVICES**  
**DISTRICT**

The purpose of the Deer Park Fire Control, Prevention, and Emergency Medical Services District ("FCPEMSD") is to enhance fire control and prevention and emergency medical services programs in the City. Authority for the FCPEMSD is provided by Texas Local Government Code, Chapter 344, known as the Fire Control, Prevention, and Emergency Medical Services District Act. On May 11, 2011, voters in the City of Deer Park approved the FCPEMSD for a period of five years and the related fund was established by a dedicated one-fourth of one percent sales and use tax that became effective on October 1, 2011. On May 7, 2016, voters authorized continuation of the FCPEMSD for a period of 10 years, which includes continuation of the dedicated one-fourth of one percent sales and use tax.

The FCPEMSD is governed by a seven member board appointed by the City Council.

**CITY OF DEER PARK**  
***FIRE CONTROL, PREVENTION AND EMS DISTRICT (FCPEMSD)***  
**2017-2018 ANNUAL BUDGET**

**REVENUE SUMMARY**

	<b>ACTUAL</b>	<b>BUDGET</b>	<b>ESTIMATED</b>	<b>PROJECTED</b>
	<b>15-16</b>	<b>16-17</b>	<b>16-17</b>	<b>17-18</b>
Tax Revenue	\$ 1,674,270	\$ 1,320,000	\$ 1,494,000	\$ 1,366,800
Other Revenue	1,122	-	1,250	-
Prior Year Revenue	<u>-</u>	<u>316,312</u>	<u>-</u>	<u>2,443,543</u>
<b>Total Revenue</b>	<b><u>\$ 1,675,391</u></b>	<b><u>\$ 1,636,312</u></b>	<b><u>\$ 1,495,250</u></b>	<b><u>\$ 3,810,343</u></b>

**CITY OF DEER PARK**  
***FIRE CONTROL, PREVENTION AND EMS DISTRICT (FCPEMSD)***  
**2017-2018 ANNUAL BUDGET**

	<b>ACTUAL</b>	<b>BUDGET</b>	<b>ESTIMATED</b>	<b>PROJECTED</b>
	<b>15-16</b>	<b>16-17</b>	<b>16-17</b>	<b>17-18</b>
<b><u>3100 TAX REVENUE</u></b>				
3120 Sales Tax Revenue	\$ 1,674,270	\$ 1,320,000	\$ 1,494,000	\$ 1,366,800
Total Tax Revenue	<u>1,674,270</u>	<u>1,320,000</u>	<u>1,494,000</u>	<u>1,366,800</u>
<b><u>3600 OTHER REVENUE</u></b>				
3620 Investment Revenue	<u>1,122</u>	<u>-</u>	<u>1,250</u>	<u>-</u>
Total Other Revenue	<u>1,122</u>	<u>-</u>	<u>1,250</u>	<u>-</u>
Prior Year Revenue	<u>-</u>	<u>316,312</u>	<u>-</u>	<u>2,443,543</u>
<b>TOTAL REVENUE</b>	<b><u>\$ 1,675,391</u></b>	<b><u>\$ 1,636,312</u></b>	<b><u>\$ 1,495,250</u></b>	<b><u>\$ 3,810,343</u></b>

**CITY OF DEER PARK  
2017-2018 ANNUAL BUDGET  
FIRE CONTROL, PREVENTION AND EMS DISTRICT EXPENDITURE SUMMARY**

DEPARTMENT	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
<b><u>FIRE SERVICES</u></b>				
Personnel & Related	\$ -	\$ -	\$ -	\$ -
Services	96,105	106,000	102,650	110,500
Supplies	35,672	113,100	113,025	206,100
Repairs & Maintenance	42,669	94,000	127,200	84,000
Other Operating Expenditures	-	-	-	-
Capital Outlay	55,698	256,000	71,000	187,000
<b>Total Fire Services</b>	<b>230,144</b>	<b>569,100</b>	<b>413,875</b>	<b>587,600</b>
<b><u>EMERGENCY MEDICAL SERVICES</u></b>				
Personnel & Related	357,332	565,740	532,335	668,676
Services	67,895	84,330	75,000	83,500
Supplies	16,906	63,066	60,000	49,630
Repairs & Maintenance	13,897	45,500	43,000	45,500
Capital Outlay	25,656	168,000	172,050	2,250,000
<b>Total Emergency Medical Services</b>	<b>481,686</b>	<b>926,636</b>	<b>882,385</b>	<b>3,097,306</b>
<b><u>FIRE MARSHAL</u></b>				
Personnel & Related	75,778	84,276	76,052	88,137
Services	23,295	36,300	31,400	31,500
Supplies	764	2,000	1,450	1,300
Repairs & Maintenance	800	7,000	4,500	4,500
Capital Outlay	273,375	11,000	11,000	-
<b>Total Fire Marshal</b>	<b>374,012</b>	<b>140,576</b>	<b>124,402</b>	<b>125,437</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,085,842</b>	<b>\$ 1,636,312</b>	<b>\$ 1,420,661</b>	<b>\$ 3,810,343</b>

**CITY OF DEER PARK**  
***FIRE CONTROL, PREVENTION AND EMS DISTRICT (FCPEMSD)***  
**2017-2018 ANNUAL BUDGET**

**EXPENDITURE SUMMARY**

**304 - FIRE SERVICES**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
Personnel & Related	\$ -	\$ -	\$ -	\$ -
Services	96,105	106,000	102,650	110,500
Supplies	35,672	113,100	113,025	206,100
Repairs & Maintenance	42,669	94,000	127,200	84,000
Other Operating Expenditures	-	-	-	-
Capital Outlay	<u>55,698</u>	<u>256,000</u>	<u>71,000</u>	<u>187,000</u>
<b>Total Expenditures</b>	<b><u>\$ 230,144</u></b>	<b><u>\$ 569,100</u></b>	<b><u>\$ 413,875</u></b>	<b><u>\$ 587,600</u></b>

**PROGRAM DESCRIPTION**

Fire Services include fire suppression and EMS services for the protection of life and property against fire and other disasters. The City currently has three fire stations.

**CITY OF DEER PARK**  
**FIRE CONTROL, PREVENTION AND EMS DISTRICT (FCPEMSD)**  
**2017-2018 ANNUAL BUDGET**

**304 - FIRE SERVICES**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
<b><u>4100 PERSONNEL &amp; RELATED</u></b>				
4101 Salaries - Full Time	\$ -	\$ -	\$ -	\$ -
4102 Salaries - Part Time	-	-	-	-
4104 Salaries - Overtime	-	-	-	-
4106 Social Security/Medicare	-	-	-	-
4107 TMRS	-	-	-	-
4108 Health & Life Insurance	-	-	-	-
4109 Workers Compensation	-	-	-	-
<b>Total Personnel &amp; Related</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b><u>4200 SERVICES</u></b>				
4219 Mobile Technology	-	6,000	5,500	6,000
4239 Audit Fees	2,000	2,000	2,000	2,000
4252 Dues & Fees	36	1,000	250	250
4254 Inspections & Permits	15,030	13,000	13,900	21,250
4255 Community & Employee Awards	79	-	-	-
4256 Santa Around Town	-	-	-	-
4279 Software - Other	-	-	-	-
4290 Contract Labor	78,960	84,000	81,000	81,000
<b>Total Services</b>	<b>96,105</b>	<b>106,000</b>	<b>102,650</b>	<b>110,500</b>
<b><u>4300 SUPPLIES</u></b>				
4301 Office Supplies	-	2,000	-	500
4303 Operational Supplies	14,127	13,000	13,000	13,000
4307 Postage	1,850	100	25	100
4308 Small Tools & Minor Equipment	5,649	25,000	21,000	120,500
4314 Protective Clothing	11,489	70,000	79,000	70,000
4346 Election Supplies	2,557	-	-	-
4348 Books	-	3,000	-	2,000
<b>Total Supplies</b>	<b>35,672</b>	<b>113,100</b>	<b>113,025</b>	<b>206,100</b>

**CITY OF DEER PARK**  
**FIRE CONTROL, PREVENTION AND EMS DISTRICT (FCPEMSD)**  
**2017-2018 ANNUAL BUDGET**

**304 - FIRE SERVICES**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
<b><u>4400 REPAIRS &amp; MAINTENANCE</u></b>				
4401 Vehicles	1,473	23,000	20,000	23,000
4402 Machinery & Equipment	7,806	16,000	13,000	16,000
4404 Buildings	19,881	18,000	20,500	8,000
4405 Radios	618	10,000	10,000	10,000
4413 Drill Field	8,925	20,000	57,000	20,000
4430 Furniture & Fixtures	3,966	7,000	6,700	7,000
<b>Total Repairs &amp; Maintenance</b>	<b>42,669</b>	<b>94,000</b>	<b>127,200</b>	<b>84,000</b>
<b><u>4500 OTHER OPERATING EXP.</u></b>				
4510 Contingency	-	-	-	-
4511 Salary Contingency	-	-	-	-
<b>Total Other Operating Expenditures</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b><u>4900 CAPITAL OUTLAY</u></b>				
4903 Improvements Other Than Bldgs.	-	156,000	-	-
4904 Machinery & Equipment	55,698	5,000	71,000	55,000
4906 Automobiles & Light Trucks	-	-	-	-
4907 Large Trucks/Heavy Rolling Stock	-	95,000	-	-
4908 Lease Purchase	-	-	-	132,000
4941 Consulting Engineer Fee	-	-	-	-
<b>Total Capital Outlay</b>	<b>55,698</b>	<b>256,000</b>	<b>71,000</b>	<b>187,000</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 230,144</b>	<b>\$ 569,100</b>	<b>\$ 413,875</b>	<b>\$ 587,600</b>

**CITY OF DEER PARK**  
***FIRE CONTROL, PREVENTION AND EMS DISTRICT (FCPEMSD)***  
**2017-2018 ANNUAL BUDGET**

**EXPENDITURE SUMMARY**

**305 - EMERGENCY MEDICAL SERVICES**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
Personnel & Related	\$ 357,332	\$ 565,740	\$ 532,335	\$ 668,676
Services	67,895	84,330	75,000	83,500
Supplies	16,906	63,066	60,000	49,630
Repairs & Maintenance	13,897	45,500	43,000	45,500
Capital Outlay	25,656	168,000	172,050	2,250,000
<b>Total Expenditures</b>	<b>\$ 481,686</b>	<b>\$ 926,636</b>	<b>\$ 882,385</b>	<b>\$ 3,097,306</b>

**PERSONNEL SCHEDULE**

EMS Captain	0	2	2	2
Paramedic Supervisor	2	0	0	0
Paramedics	2	4	4	5
Part-Time Paramedics	0	0	0	2

**PROGRAM DESCRIPTION**

Emergency Medical Services include emergency medical treatment and ambulance transportation as needed.

**CITY OF DEER PARK**  
***FIRE CONTROL, PREVENTION AND EMS DISTRICT (FCPEMSD)***  
**2017-2018 ANNUAL BUDGET**

**305 - EMERGENCY MEDICAL SERVICES**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
<b><u>4100 PERSONNEL &amp; RELATED</u></b>				
4101 Salaries - Full Time	\$ 205,448	\$ 317,801	\$ 294,038	\$ 388,345
4102 Salaries - Part Time	-	-	11,230	12,000
4104 Salaries - Overtime	63,492	80,000	88,603	80,000
4106 Social Security/Medicare	19,930	30,323	35,100	36,604
4107 TMRS	37,983	56,735	48,650	68,013
4108 Health & Life Insurance	27,119	72,732	49,500	76,308
4109 Workers Compensation	2,027	6,724	3,846	5,981
4114 Section 125 Admin Fee	44	135	78	135
4117 Health Savings Account	1,289	1,290	1,290	1,290
<b>Total Personnel &amp; Related</b>	<b>357,332</b>	<b>565,740</b>	<b>532,335</b>	<b>668,676</b>
<b><u>4200 SERVICES</u></b>				
4219 Mobile Technology	483	4,000	4,000	4,000
4252 Dues & Fees	400	4,130	4,000	4,000
4255 Community & Employee Awards	-	5,000	5,000	5,000
4279 Software - Other	16,823	17,700	17,000	17,000
4290 Contract Labor	50,189	53,500	45,000	53,500
<b>Total Services</b>	<b>67,895</b>	<b>84,330</b>	<b>75,000</b>	<b>83,500</b>
<b><u>4300 SUPPLIES</u></b>				
4301 Office Supplies	-	-	-	-
4303 Operational Supplies	3,342	26,600	26,000	26,500
4308 Small Tools & Minor Equipment	13,564	34,966	34,000	22,230
4348 Books	-	1,500	-	900
<b>Total Supplies</b>	<b>16,906</b>	<b>63,066</b>	<b>60,000</b>	<b>49,630</b>
<b><u>4400 REPAIRS &amp; MAINTENANCE</u></b>				
4401 Vehicles	6,508	16,000	15,000	16,000
4402 Machinery & Equipment	7,389	29,500	28,000	29,500
<b>Total Repairs &amp; Maintenance</b>	<b>13,897</b>	<b>45,500</b>	<b>43,000</b>	<b>45,500</b>

**CITY OF DEER PARK**  
***FIRE CONTROL, PREVENTION AND EMS DISTRICT (FCPEMSD)***  
**2017-2018 ANNUAL BUDGET**

**305 - EMERGENCY MEDICAL SERVICES**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
<b><u>4900 CAPITAL OUTLAY</u></b>				
4902 Buildings	-	-	-	2,000,000
4904 Machinery & Equipment	25,656	-	-	-
4906 Automobiles & Light Trucks	-	-	30,000	-
4907 Large Trucks/Heavy Rolling Stock	-	168,000	142,050	-
4941 Consulting Engineer Fee	-	-	-	250,000
<b>Total Capital Outlay</b>	<b><u>25,656</u></b>	<b><u>168,000</u></b>	<b><u>172,050</u></b>	<b><u>2,250,000</u></b>
 <b>TOTAL EXPENDITURES</b>	 <b><u>\$ 481,686</u></b>	 <b><u>\$ 926,636</u></b>	 <b><u>\$ 882,385</u></b>	 <b><u>\$ 3,097,306</u></b>

**CITY OF DEER PARK**  
***FIRE CONTROL, PREVENTION AND EMS DISTRICT (FCPEMSD)***  
**2017-2018 ANNUAL BUDGET**

**EXPENDITURE SUMMARY**

**307 - FIRE MARSHAL**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
Personnel & Related	\$ 75,778	\$ 84,276	\$ 76,052	\$ 88,137
Services	23,295	36,300	31,400	31,500
Supplies	764	2,000	1,450	1,300
Repairs & Maintenance	800	7,000	4,500	4,500
Capital Outlay	273,375	11,000	11,000	-
<b>Total Expenditures</b>	<b>\$ 374,012</b>	<b>\$ 140,576</b>	<b>\$ 124,402</b>	<b>\$ 125,437</b>

**PERSONNEL SCHEDULE**

Fire Marshal Inspector	1	1	1	1
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**PROGRAM DESCRIPTION**

The Fire Marshal's office is responsible for inspections and enforcement of the City's Fire Code as well as fire investigations. The Fire Marshal also designs and presents fire safety education programs in the community.

**CITY OF DEER PARK**  
**FIRE CONTROL, PREVENTION AND EMS DISTRICT (FCPEMSD)**  
**2017-2018 ANNUAL BUDGET**

**307 - FIRE MARSHAL**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
<b><u>4100 PERSONNEL &amp; RELATED</u></b>				
4101 Salaries - Full Time	\$ 56,156	\$ 56,843	\$ 56,807	\$ 59,974
4104 Salaries - Overtime	608	6,000	650	6,000
4106 Social Security/Medicare	4,303	4,779	4,400	5,011
4107 TMRS	8,019	8,968	7,400	9,553
4108 Health & Life Insurance	5,337	6,012	5,560	6,120
4109 Workers Compensation	711	1,029	590	834
4114 Section 125 Admin Fee	-	-	-	-
4117 Health Savings Account	644	645	645	645
<b>Total Personnel &amp; Related</b>	<b>75,778</b>	<b>84,276</b>	<b>76,052</b>	<b>88,137</b>
<b><u>4200 SERVICES</u></b>				
4219 Mobile Technology	-	2,000	2,000	2,000
4255 Community/Employee Affairs	5,000	3,500	3,500	3,500
4279 Software - Other	3,945	13,000	10,000	10,000
4290 Contract Labor	14,350	17,800	15,900	16,000
<b>Total Services</b>	<b>23,295</b>	<b>36,300</b>	<b>31,400</b>	<b>31,500</b>
<b><u>4300 SUPPLIES</u></b>				
4303 Operational Supplies	-	500	250	300
4308 Small Tools & Minor Equipment	764	1,500	1,200	1,000
<b>Total Supplies</b>	<b>764</b>	<b>2,000</b>	<b>1,450</b>	<b>1,300</b>
<b><u>4400 REPAIRS &amp; MAINTENANCE</u></b>				
4401 Vehicles	-	4,000	2,500	2,500
4402 Machinery & Equipment	-	3,000	2,000	2,000
4404 Building	800	-	-	-
<b>Total Repairs &amp; Maintenance</b>	<b>800</b>	<b>7,000</b>	<b>4,500</b>	<b>4,500</b>

**CITY OF DEER PARK**  
***FIRE CONTROL, PREVENTION AND EMS DISTRICT (FCPEMSD)***  
**2017-2018 ANNUAL BUDGET**

**307 - FIRE MARSHAL**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
<b><u>4900 CAPITAL OUTLAY</u></b>				
4904 Machinery & Equipment	-	11,000	11,000	-
4906 Automobiles & Light Trucks	-	-	-	-
4907 Truck & Heavy Rolling Stock	<u>273,375</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Total Capital Outlay</b>	<u><b>273,375</b></u>	<u><b>11,000</b></u>	<u><b>11,000</b></u>	<u><b>-</b></u>
 <b>TOTAL EXPENDITURES</b>	 <u><b>\$ 374,012</b></u>	 <u><b>\$ 140,576</b></u>	 <u><b>\$ 124,402</b></u>	 <u><b>\$ 125,437</b></u>

## **DEER PARK COMMUNITY DEVELOPMENT CORPORATION**

The Deer Park Community Development Corporation ("DPCDC" or "Corporation") is a fund established by a dedicated one-half of one percent sales and use tax approved by the voters in May 2015 for economic development purposes. The authority for the DPCDC is provided by Texas Local Government Code, Chapter 505, Type B Corporations. The Corporation is governed by a seven member board appointed by the City Council. The DPCDC was formed for the purpose of financing the following public park purposes and events as authorized by Chapter 505 and the Election: (a) replacement of restroom facilities in Dow Park with a new pavilion structure that includes a stage, restrooms, and a concession stand; (b) renovation and expansion of the Community Center and Gym to include an indoor pool; (c) expansion of the existing Maxwell Center and parking lot; (d) renovation of baseball fields including but not limited to the Spencerview sports complex (Durant Fields); (e) renovation of the girls softball facilities at the Youth Sports Complex; (f) development of soccer fields; and (g) the development of hike and bike trails.

The dedicated one-half of one percent sales and use tax became effective on October 1, 2015 and the first sales tax receipts for the Corporation were received in December 2015.

**CITY OF DEER PARK**  
**2017-2018 ANNUAL BUDGET**  
***DEER PARK COMMUNITY DEVELOPMENT CORPORATION (DPCDC)***

**REVENUE SUMMARY**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROJECTED 17-18
Tax Revenue	\$ 3,271,782	\$ 2,400,000	\$ 3,200,000	\$ 2,700,000
Other Revenue	513	3,600	1,000	900
Prior Year Revenue	-	892,996	480,436	-
<b>Total Revenue</b>	<b><u>\$ 3,272,295</u></b>	<b><u>\$ 3,296,596</u></b>	<b><u>\$ 3,681,436</u></b>	<b><u>\$ 2,700,900</u></b>

**CITY OF DEER PARK**  
**2017-2018 ANNUAL BUDGET**  
**DEER PARK COMMUNITY DEVELOPMENT CORPORATION (DPCDC)**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROJECTED 17-18
<b><u>3100 TAX REVENUE</u></b>				
3120 Sales Tax Revenue	\$ 3,271,782	\$ 2,400,000	\$ 3,200,000	\$ 2,700,000
<b>Total Tax Revenue</b>	<b><u>3,271,782</u></b>	<b><u>2,400,000</u></b>	<b><u>3,200,000</u></b>	<b><u>2,700,000</u></b>
<b><u>3600 OTHER REVENUE</u></b>				
3620 Investment Revenue	513	3,600	1,000	900
<b>Total Other Revenue</b>	<b><u>513</u></b>	<b><u>3,600</u></b>	<b><u>1,000</u></b>	<b><u>900</u></b>
<b>Prior Year Revenue</b>	<b><u>-</u></b>	<b><u>892,996</u></b>	<b><u>480,436</u></b>	<b><u>-</u></b>
<b>TOTAL REVENUE</b>	<b><u>\$ 3,272,295</u></b>	<b><u>\$ 3,296,596</u></b>	<b><u>\$ 3,681,436</u></b>	<b><u>\$ 2,700,900</u></b>

**CITY OF DEER PARK  
2017-2018 ANNUAL BUDGET  
DEER PARK COMMUNITY DEVELOPMENT CORPORATION (DPCDC)  
EXPENDITURE SUMMARY**

<b>DEPARTMENT</b>	<b>ACTUAL 15-16</b>	<b>BUDGET 16-17</b>	<b>ESTIMATED 16-17</b>	<b>PROPOSED 17-18</b>
Total DPCDC Services	\$ 229,606	\$ 3,296,596	\$ 3,681,436	\$ 2,700,900
<b>TOTAL EXPENDITURES</b>	<b>\$ 229,606</b>	<b>\$ 3,296,596</b>	<b>\$ 3,681,436</b>	<b>\$ 2,700,900</b>

**CITY OF DEER PARK  
2017-2018 ANNUAL BUDGET  
DEER PARK COMMUNITY DEVELOPMENT CORPORATION (DPCDC)**

**EXPENDITURE SUMMARY**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
Services	\$ -	\$ 4,400	\$ 3,600	\$ 4,400
Supplies	11	1,500	25	1,500
Other Operating Expenditures	<u>229,595</u>	<u>3,290,696</u>	<u>3,677,811</u>	<u>2,695,000</u>
<b>Total Expenditures</b>	<b><u>\$ 229,606</u></b>	<b><u>\$ 3,296,596</u></b>	<b><u>\$ 3,681,436</u></b>	<b><u>\$ 2,700,900</u></b>

**PROGRAM DESCRIPTION**

Chapter 505 of the Texas Local Government Code authorizes the use of Type B economic development sales 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 tax to fund the projects approved by the voters on May 9, 2015.

**CITY OF DEER PARK**  
**2017-2018 ANNUAL BUDGET**  
**DEER PARK COMMUNITY DEVELOPMENT CORPORATION (DPCDC)**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
<b><u>4200 SERVICES</u></b>				
4201 Public Notices	\$ -	\$ 1,900	\$ 1,600	\$ 1,900
4239 Audit Fee	-	2,000	2,000	2,000
4250 Training & Travel	-	500	-	500
4252 Dues & Fees	-	-	-	-
<b>Total Services</b>	<b>-</b>	<b>4,400</b>	<b>3,600</b>	<b>4,400</b>
<b><u>4300 SUPPLIES</u></b>				
4301 Office Supplies	-	100	-	100
4305 Printing	-	1,300	-	1,300
4307 Postage	11	100	25	100
<b>Total Supplies</b>	<b>11</b>	<b>1,500</b>	<b>25</b>	<b>1,500</b>
<b><u>4500 OTHER OPERATING EXP.</u></b>				
4525 Other Bond Related Fees	80,095	23,500	55,970	118,000
4530 Operating Transfers	87,231	3,267,196	2,184,110	2,394,362
4591 Pay-As-You-Go	62,269	-	1,437,731	182,638
<b>Total Operating Transfers</b>	<b>229,595</b>	<b>3,290,696</b>	<b>3,677,811</b>	<b>2,695,000</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 229,606</b>	<b>\$ 3,296,596</b>	<b>\$ 3,681,436</b>	<b>\$ 2,700,900</b>

**DEER PARK COMMUNITY DEVELOPMENT CORPORATION (DPCDC)**  
**2017-2018 ANNUAL BUDGET**  
**PROJECT COSTS APPROVED BY THE VOTERS**

On May 9, 2015, the voters approved a dedicated 0.50% sales tax for the following projects, the costs of which were enumerated in the Proposition in an amount not exceed \$20,000,000. This amount is for the construction, renovation, acquisition, equipment and improvement of the projects and is exclusive of the costs of financing. Project costs will be recorded in the respective bond funds (for each debt issuance to be funded by the Type B sales and use tax) or in the DPCDC Fund (for the project costs funded by pay as you go):

Projects (Design & Construction):

Dow Park Pavilion	\$ 1,500,000	7.50%
Hike and Bike Trail Development	500,000	2.50%
Maxwell Center Expansion and Parking Lot	2,000,000	10.00%
Girls Softball Renovations at Youth Sports Complex	3,000,000	15.00%
Deer Park Baseball Development and Renovation including, but not limited to, Spencerview	3,000,000	15.00%
Soccer Field Development	4,000,000	20.00%
Community Center and Gym Renovation and Expansion	<u>6,000,000</u>	<u>30.00%</u>
	<u>\$ 20,000,000</u>	<u>100.00%</u>

Source of Funds:

Certificates of Obligation, Series 2016	\$ 9,450,000	47.25%
Proposed Certificates of Obligation, Series 2017	2,700,000	13.50%
Proposed Certificates of Obligation, Series 2018	5,850,000	29.25%
Pay As You Go	<u>2,000,000</u>	<u>10.00%</u>
	<u>\$ 20,000,000</u>	<u>100.00%</u>

**DEER PARK COMMUNITY DEVELOPMENT CORPORATION (DPCDC)**  
**2017-2018 ANNUAL BUDGET**  
**ANNUAL DEBT SERVICE PAYMENTS**

**CERTIFICATES OF OBLIGATION, SERIES 2016**  
**(Issued by the City of Deer Park)**  
**\$9,450,000 dated February 16, 2016**  
**Interest Rate: 1.59%**

<u>DUE IN FISCAL YEAR</u>	<u>INTEREST RATE</u>	<u>DUE MAR. 15</u>		<u>DUE SEP. 15</u>	<u>ANNUAL TOTAL</u>
		<u>PRINCIPAL</u>	<u>INTEREST</u>	<u>INTEREST</u>	
2018	4.250%	1,780,000.00	59,068.50	44,917.50	1,883,986.00
2019	4.250%	665,000.00	44,917.50	39,630.75	749,548.25
2020	4.250%	680,000.00	39,630.75	34,224.75	753,855.50
2021	4.250%	690,000.00	34,224.75	28,739.25	752,964.00
2022	4.250%	700,000.00	28,739.25	23,174.25	751,913.50
2023	4.250%	710,000.00	23,174.25	17,529.75	750,704.00
2024	4.250%	725,000.00	17,529.75	11,766.00	754,295.75
2025	4.250%	735,000.00	11,766.00	5,922.75	752,688.75
2026	4.250%	<u>745,000.00</u>	<u>5,922.75</u>	<u>-</u>	<u>750,922.75</u>
TOTAL		<u>\$ 7,430,000.00</u>	<u>\$ 264,973.50</u>	<u>\$ 205,905.00</u>	<u>\$ 7,900,878.50</u>

**DEER PARK COMMUNITY DEVELOPMENT CORPORATION (DPCDC)**  
**2017-2018 ANNUAL BUDGET**  
**ANNUAL DEBT SERVICE PAYMENTS**

**CERTIFICATES OF OBLIGATION, SERIES 2017**  
**(Issued by the City of Deer Park)**  
**\$2,700,000 dated February 14, 2017**  
**Interest Rate: 1.89%**

<u>DUE IN</u> <u>FISCAL YEAR</u>	<u>INTEREST</u> <u>RATE</u>	<u>DUE MAR. 15</u>		<u>DUE SEP. 15</u>	<u>ANNUAL</u> <u>TOTAL</u>
		<u>PRINCIPAL</u>	<u>INTEREST</u>	<u>INTEREST</u>	
2018	1.890%	\$ 60,000.00	\$ 25,515.00	\$ 24,948.00	\$ 110,463.00
2019	1.890%	420,000.00	24,948.00	20,979.00	465,927.00
2020	1.890%	425,000.00	20,979.00	16,962.75	462,941.75
2021	1.890%	435,000.00	16,962.75	12,852.00	464,814.75
2022	1.890%	445,000.00	12,852.00	8,646.75	466,498.75
2023	1.890%	455,000.00	8,646.75	4,347.00	467,993.75
2024	1.890%	<u>460,000.00</u>	<u>4,347.00</u>	<u>-</u>	<u>464,347.00</u>
TOTAL		<u>\$ 2,700,000.00</u>	<u>\$ 114,250.50</u>	<u>\$ 88,735.50</u>	<u>\$ 2,902,986.00</u>

**DEER PARK COMMUNITY DEVELOPMENT CORPORATION (DPCDC)**  
**2017-2018 ANNUAL BUDGET**  
**ANNUAL DEBT SERVICE PAYMENTS**

**PROPOSED CERTIFICATES OF OBLIGATION, SERIES 2018**

(To be issued by the City of Deer Park)

**\$5,850,000 dated February 13, 2018**

**Interest Rate: 3.50%**

<u>DUE IN FISCAL YEAR</u>	<u>INTEREST RATE</u>	<u>DUE MAR. 15</u>		<u>DUE SEP. 15</u>	<u>ANNUAL TOTAL</u>
		<u>PRINCIPAL</u>	<u>INTEREST</u>	<u>INTEREST</u>	
2018	3.500%	\$ 260,000.00	\$ 42,088.00	\$ 97,825.00	\$ 399,913.00
2019	3.500%	1,005,000.00	97,825.00	80,237.50	1,183,062.50
2020	3.500%	1,040,000.00	80,237.50	62,037.50	1,182,275.00
2021	3.500%	1,075,000.00	62,037.50	43,225.00	1,180,262.50
2022	3.500%	1,215,000.00	43,225.00	21,962.50	1,280,187.50
2023	3.500%	<u>1,255,000.00</u>	<u>21,962.50</u>	<u>-</u>	<u>1,276,962.50</u>
TOTAL		<u>\$ 5,850,000.00</u>	<u>\$ 347,375.50</u>	<u>\$ 305,287.50</u>	<u>\$ 6,502,663.00</u>

This debt represents the final portion of the second of two issuances approved for the Deer Park Community Development Corporation, and is being issued to fund renovations and expansion of the Community Center and Gym. This issuance will be handled via private placement following a competitive bidding process.



## Legislation Details (With Text)

**File #:** PH 17-034    **Version:** 1    **Name:**  
**Type:** Public Hearing(s)    **Status:** Agenda Ready  
**File created:** 8/7/2017    **In control:** City Council  
**On agenda:** 8/15/2017    **Final action:**  
**Title:** Public Hearing on the Deer Park Crime Control and Prevention District FY 2017-2018 Budget.  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:** [PH Notice - CCPD 08.15.17](#)  
[Proposed to CCPD - 17.18 Budget 07.10.17](#)

Date	Ver.	Action By	Action	Result
8/15/2017	1	City Council		

Public Hearing on the Deer Park Crime Control and Prevention District FY 2017-2018 Budget.

### Summary:

The City Council of the City of Deer Park, Texas has called a Public Hearing, to be held at 7:30 p.m. on the 15th day of August, 2017, in the City Council Chambers of City Hall, 710 East San Augustine Street, at which time and place they will hear all persons desiring to be heard on or in connection with any matter or question involving the proposed Budget for the Deer Park Crime Control and Prevention District for the year beginning October 1, 2017, which has been filed with the City Secretary and is available for inspection by all interested persons.

### Fiscal/Budgetary Impact:

N/A.

Conduct the public hearing on the FY 2017-2018 Budget for the Deer Park Crime Control and Prevention District.

## NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN that the City Council of the City of Deer Park, Texas will hold a Public Hearing at City Hall, 710 East San Augustine Street, Deer Park, Harris County, Texas, on August 15, 2017 at 7:30 p.m. at which time and place they will hear all persons desiring to be heard on or in connection with any matter or questions regarding the proposed FY 2017-2018 Crime Control and Prevention District Budget.

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Shannon Bennett, TRMC  
City Secretary

Posted on Bulletin Board  
July 19, 2017

**CITY OF DEER PARK**  
**CRIME CONTROL AND PREVENTION DISTRICT (CCPD)**  
**2017-2018 ANNUAL BUDGET**

**REVENUE SUMMARY**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	REQUESTED 16-17	PROJECTED 17-18
Tax Revenue	\$ 1,688,740	\$ 1,320,000	\$ 1,489,000	\$ 1,366,800	\$ 1,366,800
Other Revenue	2,133	-	1,500	-	-
Prior Year Revenue	-	-	1,658,279	53,414	75,296
<b>Total Revenue</b>	<b><u>\$ 1,690,873</u></b>	<b><u>\$ 1,320,000</u></b>	<b><u>\$ 3,148,779</u></b>	<b><u>\$ 1,420,214</u></b>	<b><u>\$ 1,442,096</u></b>

**CITY OF DEER PARK  
CRIME CONTROL AND PREVENTION DISTRICT (CCPD)  
2017-2018 ANNUAL BUDGET**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	REQUESTED 16-17	PROJECTED 17-18
<b><u>3100 TAX REVENUE</u></b>					
3120 Sales Tax Revenue	\$ 1,688,740	\$ 1,320,000	\$ 1,489,000	\$ 1,366,800	\$ 1,366,800
<b>Total Tax Revenue</b>	<b><u>1,688,740</u></b>	<b><u>1,320,000</u></b>	<b><u>1,489,000</u></b>	<b><u>1,366,800</u></b>	<b><u>1,366,800</u></b>
<b><u>3600 OTHER REVENUE</u></b>					
3620 Investment Revenue	2,133	-	1,500	-	-
3630 Insurance Reimbursement	-	-	-	-	-
<b>Total Other Revenue</b>	<b><u>2,133</u></b>	<b><u>-</u></b>	<b><u>1,500</u></b>	<b><u>-</u></b>	<b><u>-</u></b>
<b>Prior Year Revenue</b>	<b><u>-</u></b>	<b><u>-</u></b>	<b><u>1,658,279</u></b>	<b><u>53,414</u></b>	<b><u>75,296</u></b>
<b>TOTAL REVENUE</b>	<b><u>\$ 1,690,873</u></b>	<b><u>\$ 1,320,000</u></b>	<b><u>\$ 3,148,779</u></b>	<b><u>\$ 1,420,214</u></b>	<b><u>\$ 1,442,096</u></b>

CITY OF DEER PARK  
2017-2018 ANNUAL BUDGET  
CRIME CONTROL AND PREVENTION DISTRICT EXPENDITURE SUMMARY

DEPARTMENT	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	REQUESTED 16-17	PROPOSED 17-18
Total Police Services	\$ 1,304,927	\$ 1,320,000	\$ 3,089,779	\$ 1,420,214	\$ 1,442,096
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,304,927</b>	<b>\$ 1,320,000</b>	<b>\$ 3,089,779</b>	<b>\$ 1,420,214</b>	<b>\$ 1,442,096</b>

**CITY OF DEER PARK**  
**CRIME CONTROL AND PREVENTION DISTRICT (CCPD)**  
**2017-2018 ANNUAL BUDGET**

**EXPENDITURE SUMMARY**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	REQUESTED 17-18	PROPOSED 17-18
Personnel & Related	\$ 246,926	\$ 445,902	\$ 344,116	\$ 671,857	\$ 693,739
Services	72,914	93,460	85,151	105,294	105,294
Supplies	139,087	121,420	112,100	180,826	180,826
Repairs & Maintenance	-	-	-	-	-
Other Operating Expenditures	-	-	-	15,000	15,000
Capital Outlay	846,000	400,156	2,548,412	447,237	447,237
Transition Fund	-	259,062	-	-	-
<b>Total Expenditures</b>	<b>\$ 1,304,927</b>	<b>\$ 1,320,000</b>	<b>\$ 3,089,779</b>	<b>\$ 1,420,214</b>	<b>\$ 1,442,096</b>

**PERSONNEL SCHEDULE**

Crime Prevention Officer	1	1	1	1	1
Sergeant - Investigations	1	1	1	1	1
Pro-Act Investigators	0	0	0	2	2
Dispatcher	3	3	3	3	3

**PROGRAM DESCRIPTION**

The purpose of this special revenue district is to enhance the capability of law enforcement and to further crime prevention programs in Deer Park.

**CITY OF DEER PARK  
CRIME CONTROL AND PREVENTION DISTRICT (CCPD)  
2017-2018 ANNUAL BUDGET**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	REQUESTED 17-18	PROPOSED 17-18
<b><u>4100 PERSONNEL &amp; RELATED</u></b>					
4101 Salaries - Full Time	\$ 166,343	\$ 290,532	\$ 214,325	\$ 438,586	\$ 458,861
4104 Salaries - Overtime	15,027	13,840	14,100	20,000	20,000
4106 Social Security/Medicare	13,255	23,154	17,100	34,752	36,304
4107 TMRS	25,616	43,511	29,750	67,404	69,224
4108 Health & Life Insurance	25,579	72,324	67,425	107,832	105,852
4109 Workers Compensation	1,066	2,361	1,360	3,103	3,273
4114 Section 125 Admin Fee	41	180	56	180	225
4117 Health Savings Account	-	-	-	-	-
<b>Total Personnel &amp; Related</b>	<b>246,926</b>	<b>445,902</b>	<b>344,116</b>	<b>671,857</b>	<b>693,739</b>
<b><u>4200 SERVICES</u></b>					
4231 Equipment Rental	6,020	21,600	7,200	21,600	21,600
4239 Audit Fee	2,000	2,000	2,000	2,000	2,000
4250 Training & Travel	3,527	828	828	1,410	1,410
4252 Dues & Fees	267	1,436	367	718	718
4279 Software - Other	61,099	65,626	72,786	79,566	79,566
4290 Contract Labor	-	1,970	1,970	-	-
<b>Total Services</b>	<b>72,914</b>	<b>93,460</b>	<b>85,151</b>	<b>105,294</b>	<b>105,294</b>
<b><u>4300 SUPPLIES</u></b>					
4304 Data Processing Supplies	-	699	629	-	-
4305 Printing	2,630	-	-	-	-
4307 Postage	1,866	185	30	327	327
4308 Small Tools & Minor Equipment	133,564	120,536	111,441	152,128	152,128
4311 Uniforms	1,026	-	-	-	-
4314 Protective Clothing	-	-	-	28,371	28,371
<b>Total Supplies</b>	<b>139,087</b>	<b>121,420</b>	<b>112,100</b>	<b>180,826</b>	<b>180,826</b>
<b><u>4400 REPAIRS &amp; MAINTENANCE</u></b>					
4402 Machinery & Equipment	-	-	-	-	-
<b>Total Repairs &amp; Maintenance</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b><u>4500 OTHER OPERATING EXP.</u></b>					
4511 Salary Incentive Contingency	-	-	-	15,000	15,000
<b>Total Other Operating Exp.</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>15,000</b>	<b>15,000</b>

**CITY OF DEER PARK  
CRIME CONTROL AND PREVENTION DISTRICT (CCPD)  
2017-2018 ANNUAL BUDGET**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	REQUESTED 17-18	PROPOSED 17-18
<b><u>4900 CAPITAL OUTLAY</u></b>					
4902 Buildings	380,431	-	2,212,259	65,000	65,000
4904 Machinery & Equipment	123,907	194,360	141,957	108,503	108,503
4906 Automobiles & Light Trucks	263,208	205,796	185,787	273,734	273,734
4908 Lease Purchase	49,972	-	-	-	-
4941 Consulting Engineer Fee	28,482	-	8,409	-	-
<b>Total Capital Outlay</b>	<b><u>846,000</u></b>	<b><u>400,156</u></b>	<b><u>2,548,412</u></b>	<b><u>447,237</u></b>	<b><u>447,237</u></b>
<b>TOTAL OPERATING BUDGET</b>	<b>1,304,927</b>	<b>1,060,938</b>	<b>3,089,779</b>	<b>1,420,214</b>	<b>1,442,096</b>
<b>Transition Fund</b>	<b><u>-</u></b>	<b><u>259,062</u></b>	<b><u>-</u></b>	<b><u>-</u></b>	<b><u>-</u></b>
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 1,304,927</u></b>	<b><u>\$ 1,320,000</u></b>	<b><u>\$ 3,089,779</u></b>	<b><u>\$ 1,420,214</u></b>	<b><u>\$ 1,442,096</u></b>

**CITY OF DEER PARK  
2017 - 2018 CRIME CONTROL DISTRICT BUDGET**

<b>4100 -</b>	<b>PERSONNEL &amp; RELATED</b>		
4101	Salaries - Full Time	\$	458,861
4104	Overtime		20,000
	Various Benefits (Total)		214,878
	<b>TOTAL PERSONNEL</b>		<b>693,739</b>
<b>4200 -</b>	<b>SERVICES</b>		
4231	Rental Vehicles for ProAct Team & CID Sergeant		21,600
4239	Annual Audit		2,000
4250	Training		1,410
	K-9 Selection & Training	1,410	
4252	Vehicle Registrations for PD Fleet		718
4279	Software - Other		79,566
	OSSI Agency Licensing Fee	46,295	
	OSSI Consortium Fee	17,500	
	Cellebrite UFED Annual License Renewal	3,999	
	Extended Warranty for Dispatch Equipment	11,772	
	<b>TOTAL SERVICES</b>		<b>105,294</b>
<b>4300 -</b>	<b>SUPPLIES</b>		
4307	Postage		327
4308	Equipment		152,128
	Filing Cabinet for Records	1,249	
	Scanner for Records	880	
	Desk for new CID Office	4,000	
	Equipment for new Tahoes (6)	84,313	
	Plastix Plus Trunk Organizers for new Tahoes (6)	14,772	
	Golden Eagle II Mounted Radars (5)	10,190	
	K-9 Equipment for replacement Narcotics Dog	5,020	
	Equipment for Firing Range Training Facility	26,029	
	DVD Recorder for CID	2,000	
	New Desk & Remodel Workspace for Records	3,675	
4314	Protective Clothing		28,371
	Phase 2 of Rifle Vest Purchase	17,229	
	Riot Control Gear for 10 Officers & 1 Supervisor	11,142	
	<b>TOTAL SUPPLIES</b>		<b>180,826</b>
<b>4500 -</b>	<b>OTHER OPERATING EXPENSE</b>		
4511	Salary Incentive Contingency		15,000
	<b>TOTAL OTHER OPERATING EXPENSE</b>		<b>15,000</b>
<b>4900 -</b>	<b>CAPITAL OUTLAY</b>		
4902	Building		65,000
	Weapons Cleaning Storage Building at Firing Range	65,000	
4904	Specialized Equipment		108,503
	Watch Guard In-Car Video System (6)	40,716	
	Data Lux Computer System for Patrol Tahoes (6)	42,994	
	K-9 Narcotics Detection Dog	9,500	
	Reviver AED Package	15,293	
4906	Vehicles		273,734
	Patrol Tahoes (6) & Sedans (2)	273,734	
	<b>TOTAL CAPITAL OUTLAY</b>		<b>447,237</b>
	<b>TOTAL BUDGETED EXPENDITURES</b>	<b>\$</b>	<b>1,442,096</b>



## Legislation Details (With Text)

**File #:** PH 17-035    **Version:** 1    **Name:**

**Type:** Public Hearing(s)    **Status:** Agenda Ready

**File created:** 8/7/2017    **In control:** City Council

**On agenda:** 8/15/2017    **Final action:**

**Title:** Public Hearing on the Deer Park Fire Control, Prevention, and Emergency Medical Services District FY 2017-2018 Budget.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** [PH Notice - FCPEMSD 08.15.17](#)  
[Proposed to FCPEMSD - 17.18 Budget 07.10.17](#)

Date	Ver.	Action By	Action	Result
8/15/2017	1	City Council		

Public Hearing on the Deer Park Fire Control, Prevention, and Emergency Medical Services District FY 2017-2018 Budget.

### Summary:

The City Council of the City of Deer Park, Texas has called a Public Hearing, to be held at 7:30 p.m. on the 15th day of August, 2017, in the City Council Chambers of City Hall, 710 East San Augustine Street, at which time and place they will hear all persons desiring to be heard on or in connection with any matter or question involving the proposed Budget for the Deer Park Fire Control, Prevention, and Emergency Medical Services District for the year beginning October 1, 2017, which has been filed with the City Secretary and is available for inspection by all interested persons.

### Fiscal/Budgetary Impact:

N/A.

Conduct the public hearing on the FY 2017-2018 Budget for the Deer Park Fire Control, Prevention, and Emergency Medical Services District.

## NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN that the City Council of the City of Deer Park, Texas will hold a Public Hearing at City Hall, 710 East San Augustine Street, Deer Park, Harris County, Texas, on August 15, 2017, at 7:30 p.m. at which time and place they will hear all persons desiring to be heard on or in connection with any matter or questions regarding the proposed FY 2017-2018 Fire Control, Prevention and Emergency Medical Services District Budget.

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Shannon Bennett, TRMC  
City Secretary

Posted on Bulletin Board  
July 19, 2017

**CITY OF DEER PARK**  
***FIRE CONTROL, PREVENTION AND EMS DISTRICT (FCPEMSD)***  
**2017-2018 ANNUAL BUDGET**

**REVENUE SUMMARY**

	ACTUAL	BUDGET	ESTIMATED	REQUESTED	PROJECTED
	15-16	16-17	16-17	17-18	17-18
Tax Revenue	\$ 1,674,270	\$ 1,320,000	\$ 1,494,000	\$ 1,366,800	\$ 1,366,800
Other Revenue	1,122	-	1,250	-	-
Prior Year Revenue	-	316,312	-	2,435,423	2,443,543
<b>Total Revenue</b>	<b><u>\$ 1,675,391</u></b>	<b><u>\$ 1,636,312</u></b>	<b><u>\$ 1,495,250</u></b>	<b><u>\$ 3,802,223</u></b>	<b><u>\$ 3,810,343</u></b>

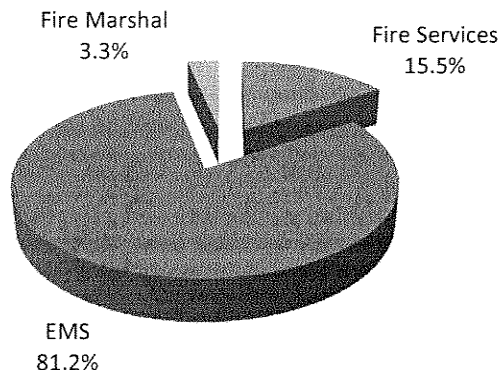
**CITY OF DEER PARK**  
***FIRE CONTROL, PREVENTION AND EMS DISTRICT (FCPEMSD)***  
**2017-2018 ANNUAL BUDGET**

	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	REQUESTED 17-18	PROJECTED 17-18
<b><u>3100 TAX REVENUE</u></b>					
3120 Sales Tax Revenue	\$ 1,674,270	\$ 1,320,000	\$ 1,494,000	\$ 1,366,800	\$ 1,366,800
Total Tax Revenue	<u>1,674,270</u>	<u>1,320,000</u>	<u>1,494,000</u>	<u>1,366,800</u>	<u>1,366,800</u>
<b><u>3600 OTHER REVENUE</u></b>					
3620 Investment Revenue	<u>1,122</u>	<u>-</u>	<u>1,250</u>	<u>-</u>	<u>-</u>
Total Other Revenue	<u>1,122</u>	<u>-</u>	<u>1,250</u>	<u>-</u>	<u>-</u>
Prior Year Revenue	<u>-</u>	<u>316,312</u>	<u>-</u>	<u>2,435,423</u>	<u>2,443,543</u>
<b>TOTAL REVENUE</b>	<b><u>\$ 1,675,391</u></b>	<b><u>\$ 1,636,312</u></b>	<b><u>\$ 1,495,250</u></b>	<b><u>\$ 3,802,223</u></b>	<b><u>\$ 3,810,343</u></b>

**CITY OF DEER PARK  
2017-2018 ANNUAL BUDGET  
FIRE CONTROL, PREVENTION AND EMS DISTRICT EXPENDITURE SUMMARY**

DEPARTMENT	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	REQUESTED 17-18	PROPOSED 17-18
<b><u>FIRE SERVICES</u></b>					
Personnel & Related	\$ -	\$ -	\$ -	\$ -	\$ -
Services	96,105	106,000	102,650	110,500	110,500
Supplies	35,672	113,100	113,025	206,100	206,100
Repairs & Maintenance	42,669	94,000	127,200	84,000	84,000
Other Operating Expenditures	-	-	-	-	-
Capital Outlay	55,698	256,000	71,000	187,000	187,000
<b>Total Fire Services</b>	<b>230,144</b>	<b>569,100</b>	<b>413,875</b>	<b>587,600</b>	<b>587,600</b>
<b><u>EMERGENCY MEDICAL SERVICES</u></b>					
Personnel & Related	357,332	565,740	531,007	661,718	668,676
Services	67,895	84,330	75,000	83,500	83,500
Supplies	16,906	63,066	60,000	49,630	49,630
Repairs & Maintenance	13,897	45,500	43,000	45,500	45,500
Capital Outlay	25,656	168,000	172,050	2,250,000	2,250,000
<b>Total Emergency Medical Services</b>	<b>481,686</b>	<b>926,636</b>	<b>881,057</b>	<b>3,090,348</b>	<b>3,097,306</b>
<b><u>FIRE MARSHAL</u></b>					
Personnel & Related	75,778	84,276	75,815	86,975	88,137
Services	23,295	36,300	31,400	31,500	31,500
Supplies	764	2,000	1,450	1,300	1,300
Repairs & Maintenance	800	7,000	4,500	4,500	4,500
Capital Outlay	273,375	11,000	11,000	-	-
<b>Total Fire Marshal</b>	<b>374,012</b>	<b>140,576</b>	<b>124,165</b>	<b>124,275</b>	<b>125,437</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,085,842</b>	<b>\$ 1,636,312</b>	<b>\$ 1,419,097</b>	<b>\$ 3,802,223</b>	<b>\$ 3,810,343</b>

**Expenditure Allocation by Category**



**CITY OF DEER PARK**  
**FIRE CONTROL, PREVENTION AND EMS DISTRICT (FCPEMSD)**  
**2017-2018 ANNUAL BUDGET**

**TOTAL FCPEMSD**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	REQUESTED 17-18	PROPOSED 17-18
<b><u>4100 PERSONNEL &amp; RELATED</u></b>					
4101 Salaries - Full Time	\$ 261,604	\$ 374,644	\$ 349,280	\$ 439,595	\$ 448,319
4102 Salaries - Part Time	-	-	11,230	12,000	12,000
4104 Salaries - Overtime	64,100	86,000	89,253	86,000	86,000
4106 Social Security/Medicare	24,233	35,102	39,500	40,949	41,615
4107 TMRS	46,002	65,703	56,050	77,441	77,566
4108 Health & Life Insurance	32,456	78,744	55,060	83,976	82,428
4109 Workers Compensation	2,738	7,753	4,436	6,707	6,815
4114 Section 125 Admin Fee	44	135	78	90	135
4117 Health Savings Account	1,933	1,935	1,935	1,935	1,935
Total Personnel & Related	433,110	650,016	606,822	748,693	756,813
<b><u>4200 SERVICES</u></b>					
4219 Mobile Technology	483	12,000	11,500	12,000	12,000
4239 Audit Fees	2,000	2,000	2,000	2,000	2,000
4252 Dues & Fees	436	5,130	4,250	4,250	4,250
4254 Inspections & Permits	15,030	13,000	13,900	21,250	21,250
4255 Community/Employee Affairs	5,079	8,500	8,500	8,500	8,500
4256 Santa Around Town	-	-	-	-	-
4279 Software - Other	20,768	30,700	27,000	27,000	27,000
4290 Contract Labor	143,499	155,300	141,900	150,500	150,500
Total Services	187,295	226,630	209,050	225,500	225,500
<b><u>4300 SUPPLIES</u></b>					
4301 Office Supplies	-	2,000	-	500	500
4303 Operational Supplies	17,469	40,100	39,250	39,800	39,800
4307 Postage	1,850	100	25	100	100
4308 Small Tools & Minor Equipment	19,977	61,466	56,200	143,730	143,730
4314 Protective Clothing	11,489	70,000	79,000	70,000	70,000
4346 Election Supplies	2,557	-	-	-	-
4348 Books	-	4,500	-	2,900	2,900
Total Supplies	53,342	178,166	174,475	257,030	257,030

**CITY OF DEER PARK**  
**FIRE CONTROL, PREVENTION AND EMS DISTRICT (FCPEMSD)**  
**2017-2018 ANNUAL BUDGET**

**TOTAL FCPEMSD**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	REQUESTED 17-18	PROPOSED 17-18
<b><u>4400 REPAIRS &amp; MAINTENANCE</u></b>					
4401 Vehicles	7,981	43,000	37,500	41,500	41,500
4402 Machinery & Equipment	15,195	48,500	43,000	47,500	47,500
4404 Buildings	20,681	18,000	20,500	8,000	8,000
4405 Radios	618	10,000	10,000	10,000	10,000
4413 Drill Field	8,925	20,000	57,000	20,000	20,000
4430 Furniture & Fixtures	3,966	7,000	6,700	7,000	7,000
Total Repairs & Maintenance	57,366	146,500	174,700	134,000	134,000
<b><u>4500 OTHER OPERATING EXP.</u></b>					
4510 Contingency	-	-	-	-	-
4511 Salary Contingency	-	-	-	-	-
Total Other Operating Exp.	-	-	-	-	-
<b><u>4900 CAPITAL OUTLAY</u></b>					
4902 Buildings	-	-	-	2,000,000	2,000,000
4903 Improvements Other Than Bldgs.	-	156,000	-	-	-
4904 Machinery & Equipment	81,354	16,000	82,000	55,000	55,000
4906 Automobiles & Light Trucks	-	-	30,000	-	-
4907 Large Trucks/Heavy Rolling Stock	273,375	263,000	142,050	-	-
4908 Lease Purchase	-	-	-	132,000	132,000
4941 Consulting Engineer Fee	-	-	-	250,000	250,000
Total Capital Outlay	354,729	435,000	254,050	2,437,000	2,437,000
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,085,842</b>	<b>\$ 1,636,312</b>	<b>\$ 1,419,097</b>	<b>\$ 3,802,223</b>	<b>\$ 3,810,343</b>

**CITY OF DEER PARK**  
**FIRE CONTROL, PREVENTION AND EMS DISTRICT (FCPEMSD)**  
**2017-2018 ANNUAL BUDGET**

**EXPENDITURE SUMMARY**

**304 - FIRE SERVICES**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	REQUESTED 17-18	PROPOSED 17-18
Personnel & Related	\$ -	\$ -	\$ -	\$ -	\$ -
Services	96,105	106,000	102,650	110,500	110,500
Supplies	35,672	113,100	113,025	206,100	206,100
Repairs & Maintenance	42,669	94,000	127,200	84,000	84,000
Other Operating Expenditures	-	-	-	-	-
Capital Outlay	55,698	256,000	71,000	187,000	187,000
<b>Total Expenditures</b>	<b>\$ 230,144</b>	<b>\$ 569,100</b>	<b>\$ 413,875</b>	<b>\$ 587,600</b>	<b>\$ 587,600</b>

**PROGRAM DESCRIPTION**

Fire Services include fire suppression and EMS services for the protection of life and property against fire and other disasters. The City currently has three fire stations.

**CITY OF DEER PARK**  
**FIRE CONTROL, PREVENTION AND EMS DISTRICT (FCPEMSD)**  
**2017-2018 ANNUAL BUDGET**

**304 - FIRE SERVICES**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	REQUESTED 17-18	PROPOSED 17-18
<b><u>4100 PERSONNEL &amp; RELATED</u></b>					
4101 Salaries - Full Time	\$ -	\$ -	\$ -	\$ -	\$ -
4102 Salaries - Part Time	-	-	-	-	-
4104 Salaries - Overtime	-	-	-	-	-
4106 Social Security/Medicare	-	-	-	-	-
4107 TMRS	-	-	-	-	-
4108 Health & Life Insurance	-	-	-	-	-
4109 Workers Compensation	-	-	-	-	-
<b>Total Personnel &amp; Related</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b><u>4200 SERVICES</u></b>					
4219 Mobile Technology	-	6,000	5,500	6,000	6,000
4239 Audit Fees	2,000	2,000	2,000	2,000	2,000
4252 Dues & Fees	36	1,000	250	250	250
4254 Inspections & Permits	15,030	13,000	13,900	21,250	21,250
4255 Community & Employee Awards	79	-	-	-	-
4256 Santa Around Town	-	-	-	-	-
4279 Software - Other	-	-	-	-	-
4290 Contract Labor	78,960	84,000	81,000	81,000	81,000
<b>Total Services</b>	<b>96,105</b>	<b>106,000</b>	<b>102,650</b>	<b>110,500</b>	<b>110,500</b>
<b><u>4300 SUPPLIES</u></b>					
4301 Office Supplies	-	2,000	-	500	500
4303 Operational Supplies	14,127	13,000	13,000	13,000	13,000
4307 Postage	1,850	100	25	100	100
4308 Small Tools & Minor Equipment	5,649	25,000	21,000	120,500	120,500
4314 Protective Clothing	11,489	70,000	79,000	70,000	70,000
4346 Election Supplies	2,557	-	-	-	-
4348 Books	-	3,000	-	2,000	2,000
<b>Total Supplies</b>	<b>35,672</b>	<b>113,100</b>	<b>113,025</b>	<b>206,100</b>	<b>206,100</b>

**CITY OF DEER PARK  
FIRE CONTROL, PREVENTION AND EMS DISTRICT (FCPEMSD)  
2017-2018 ANNUAL BUDGET**

**304 - FIRE SERVICES**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	REQUESTED 17-18	PROPOSED 17-18
<b><u>4400 REPAIRS &amp; MAINTENANCE</u></b>					
4401 Vehicles	1,473	23,000	20,000	23,000	23,000
4402 Machinery & Equipment	7,806	16,000	13,000	16,000	16,000
4404 Buildings	19,881	18,000	20,500	8,000	8,000
4405 Radios	618	10,000	10,000	10,000	10,000
4413 Drill Field	8,925	20,000	57,000	20,000	20,000
4430 Furniture & Fixtures	3,966	7,000	6,700	7,000	7,000
<b>Total Repairs &amp; Maintenance</b>	<b>42,669</b>	<b>94,000</b>	<b>127,200</b>	<b>84,000</b>	<b>84,000</b>
<b><u>4500 OTHER OPERATING EXP.</u></b>					
4510 Contingency	-	-	-	-	-
4511 Salary Contingency	-	-	-	-	-
<b>Total Other Operating Expenditures</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b><u>4900 CAPITAL OUTLAY</u></b>					
4903 Improvements Other Than Bldgs.	-	156,000	-	-	-
4904 Machinery & Equipment	55,698	5,000	71,000	55,000	55,000
4906 Automobiles & Light Trucks	-	-	-	-	-
4907 Large Trucks/Heavy Rolling Stock	-	95,000	-	-	-
4908 Lease Purchase	-	-	-	132,000	132,000
4941 Consulting Engineer Fee	-	-	-	-	-
<b>Total Capital Outlay</b>	<b>55,698</b>	<b>256,000</b>	<b>71,000</b>	<b>187,000</b>	<b>187,000</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 230,144</b>	<b>\$ 569,100</b>	<b>\$ 413,875</b>	<b>\$ 587,600</b>	<b>\$ 587,600</b>

**CITY OF DEER PARK  
2017 - 2018 FIRE CONTROL DISTRICT BUDGET**

**304 - FIRE SERVICES**

<b>4200 -</b>	<b>SERVICES</b>		
4219	Mobile Technology		\$ 6,000
	Air cards for iPads	6,000	
4239	Audit Fees		2,000
	Annual Audit	2,000	
4252	Dues and Fees		250
	Registration renewals	250	
4254	Inspections and Permits		21,250
	Breathing Air	6,000	
	SCBA Masks	3,000	
	Holmatro Tool annual inspection/maintenance	2,000	
	Annual Hose, Pump and Ladder Testing	6,100	
	Building generator load testing/inspection	4,150	
4290	Contract Labor		81,000
	Fire Personnel Services	76,000	
	Drill Field Janitorial Maintenance	5,000	
	<b>TOTAL SERVICES</b>		<b>110,500</b>
<b>4300 -</b>	<b>SUPPLIES</b>		
4301	Office Supplies		500
4303	Operational Supplies		13,000
	Miscellaneous operational supplies	13,000	
4307	Postage		100
4308	Small Tools & Minor Equipment		120,500
	Small equipment replacement/repairs	5,500	
	Replacement hose due to failure	3,000	
	Nozzles, SCBA masks	3,000	
	Equipment lift for Maintenance Shop	4,000	
	Slide out tray for bed area of Unit 430	4,000	
	Tools & equipment for new ladder truck	95,000	
	Miscellaneous tools and equipment	6,000	
4314	Protective Clothing		70,000
	Bunker gear (coats & pants)	60,000	
	NFPA gloves/rescue gloves	6,000	
	Boots	2,000	
	Suspenders, shields, etc.	2,000	
4348	Books		2,000
	<b>TOTAL SUPPLIES</b>		<b>206,100</b>
<b>4400 -</b>	<b>REPAIRS &amp; MAINTENANCE</b>		
4401	Vehicles		23,000
	Replacement tires	5,000	
	Miscellaneous repairs and maintenance	18,000	
4402	Machinery & Equipment		16,000
	Ice machine preventive maintenance	6,000	
	Miscellaneous repairs and maintenance	10,000	
4404	Building		8,000
	Miscellaneous repairs and maintenance	8,000	
4405	Radios		10,000
	Repair of radios & equipment	10,000	
4413	Drill Field		20,000
	Consumables (hay, propane, etc.)	4,000	
	Jaws supplies (cars, towing, etc.)	3,000	
	Prop maintenance	2,000	
	Heat tiles, manikins, etc.	2,000	
	LPG Fuel	5,000	
	Miscellaneous repairs and maintenance	4,000	
4430	Furniture & Fixtures		7,000
	Replace furniture at 3 stations, as needed	7,000	
	<b>TOTAL REPAIRS &amp; MAINTENANCE</b>		<b>84,000</b>
<b>4900 -</b>	<b>CAPITAL OUTLAY</b>		
4904	Machinery & Equipment		55,000
	Breathing air compressor (Fire Station 1)	25,000	
	Thermal imaging cameras (3)	30,000	
4908	Lease Purchase		132,000
	Lease purchase financing for new Ladder Truck	132,000	
	<b>TOTAL CAPITAL OUTLAY</b>		<b>187,000</b>
	<b>TOTAL BUDGETED EXPENDITURES</b>		<b>\$ 587,600</b>

**CITY OF DEER PARK**  
**FIRE CONTROL, PREVENTION AND EMS DISTRICT (FCPEMSD)**  
**2017-2018 ANNUAL BUDGET**

**EXPENDITURE SUMMARY**

**305 - EMERGENCY MEDICAL SERVICES**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	REQUESTED 17-18	PROPOSED 17-18
Personnel & Related	\$ 357,332	\$ 565,740	\$ 531,007	\$ 661,718	\$ 668,676
Services	67,895	84,330	75,000	83,500	83,500
Supplies	16,906	63,066	60,000	49,630	49,630
Repairs & Maintenance	13,897	45,500	43,000	45,500	45,500
Capital Outlay	25,656	168,000	172,050	2,250,000	2,250,000
<b>Total Expenditures</b>	<b>\$ 481,686</b>	<b>\$ 926,636</b>	<b>\$ 881,057</b>	<b>\$ 3,090,348</b>	<b>\$ 3,097,306</b>

**PERSONNEL SCHEDULE**

EMS Captain	0	2	2	2	2
Paramedic Supervisor	2	0	0	0	0
Paramedics	2	4	4	5	5
Part-Time Paramedics	0	0	0	2	2

**PROGRAM DESCRIPTION**

Emergency Medical Services include emergency medical treatment and ambulance transportation as needed.

**CITY OF DEER PARK**  
**FIRE CONTROL, PREVENTION AND EMS DISTRICT (FCPEMSD)**  
**2017-2018 ANNUAL BUDGET**

**305 - EMERGENCY MEDICAL SERVICES**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	REQUESTED 17-18	PROPOSED 17-18
<b><u>4100 PERSONNEL &amp; RELATED</u></b>					
4101 Salaries - Full Time	\$ 205,448	\$ 317,801	\$ 292,710	\$ 380,783	\$ 388,345
4102 Salaries - Part Time	-	-	11,230	12,000	12,000
4104 Salaries - Overtime	63,492	80,000	88,603	80,000	80,000
4106 Social Security/Medicare	19,930	30,323	35,100	36,027	36,604
4107 TMRS	37,983	56,735	48,650	67,905	68,013
4108 Health & Life Insurance	27,119	72,732	49,500	77,736	76,308
4109 Workers Compensation	2,027	6,724	3,846	5,887	5,981
4114 Section 125 Admin Fee	44	135	78	90	135
4117 Health Savings Account	1,289	1,290	1,290	1,290	1,290
<b>Total Personnel &amp; Related</b>	<b>357,332</b>	<b>565,740</b>	<b>531,007</b>	<b>661,718</b>	<b>668,676</b>
<b><u>4200 SERVICES</u></b>					
4219 Mobile Technology	483	4,000	4,000	4,000	4,000
4252 Dues & Fees	400	4,130	4,000	4,000	4,000
4255 Community & Employee Awards	-	5,000	5,000	5,000	5,000
4279 Software - Other	16,823	17,700	17,000	17,000	17,000
4290 Contract Labor	50,189	53,500	45,000	53,500	53,500
<b>Total Services</b>	<b>67,895</b>	<b>84,330</b>	<b>75,000</b>	<b>83,500</b>	<b>83,500</b>
<b><u>4300 SUPPLIES</u></b>					
4301 Office Supplies	-	-	-	-	-
4303 Operational Supplies	3,342	26,600	26,000	26,500	26,500
4308 Small Tools & Minor Equipment	13,564	34,966	34,000	22,230	22,230
4348 Books	-	1,500	-	900	900
<b>Total Supplies</b>	<b>16,906</b>	<b>63,066</b>	<b>60,000</b>	<b>49,630</b>	<b>49,630</b>
<b><u>4400 REPAIRS &amp; MAINTENANCE</u></b>					
4401 Vehicles	6,508	16,000	15,000	16,000	16,000
4402 Machinery & Equipment	7,389	29,500	28,000	29,500	29,500
<b>Total Repairs &amp; Maintenance</b>	<b>13,897</b>	<b>45,500</b>	<b>43,000</b>	<b>45,500</b>	<b>45,500</b>

**CITY OF DEER PARK**  
**FIRE CONTROL, PREVENTION AND EMS DISTRICT (FCPEMSD)**  
**2017-2018 ANNUAL BUDGET**

**305 - EMERGENCY MEDICAL SERVICES**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	REQUESTED 17-18	PROPOSED 17-18
<b><u>4900 CAPITAL OUTLAY</u></b>					
4902 Buildings	-	-	-	2,000,000	2,000,000
4904 Machinery & Equipment	25,656	-	-	-	-
4906 Automobiles & Light Trucks	-	-	30,000	-	-
4907 Large Trucks/Heavy Rolling Stock	-	168,000	142,050	-	-
4941 Consulting Engineer Fee	-	-	-	250,000	250,000
<b>Total Capital Outlay</b>	<b><u>25,656</u></b>	<b><u>168,000</u></b>	<b><u>172,050</u></b>	<b><u>2,250,000</u></b>	<b><u>2,250,000</u></b>
 <b>TOTAL EXPENDITURES</b>	 <b><u>\$ 481,686</u></b>	 <b><u>\$ 926,636</u></b>	 <b><u>\$ 881,057</u></b>	 <b><u>\$ 3,090,348</u></b>	 <b><u>\$ 3,097,306</u></b>

**CITY OF DEER PARK**  
**2017 - 2018 FIRE CONTROL DISTRICT BUDGET**

**305 - EMERGENCY MEDICAL SERVICES**

<b>4100 -</b>	<b>PERSONNEL &amp; RELATED</b>		
4101	Salaries - Full Time	\$	388,345
4102	Salaries - Part Time		12,000
4104	Overtime		80,000
	Various Benefits (Total)		188,331
	<b>TOTAL PERSONNEL</b>		<b>668,676</b>
<b>4200 -</b>	<b>SERVICES</b>		
4219	Mobile Technology		4,000
	Air cards for iPads	4,000	
4252	Dues and Fees		4,000
	CLIA Lab Fees	250	
	Ambulance License Renewal (4 units)	600	
	Ambulance Operating License Renewal Fee	500	
	Health Stream (EMS Continuing Education)	2,400	
	SETRAC Annual Dues	250	
4255	Community Awards		5,000
	EMS Week, Fire Responders Appreciation, etc.	5,000	
4279	Software - Other		17,000
	TriTech Annual Fees	2,000	
	ESO Solutions Annual Fees	6,500	
	Gateway EDI	1,700	
	EMS Technology	2,100	
	ESO Solutions bi-directional data exchange	1,000	
	EMS Simulator (SimMan)	1,500	
	When To Work Scheduling Software	1,000	
	Sunguard Freedom One Solution	1,200	
4290	Contract Labor		53,500
	EMS Personnel Services	53,500	
	<b>TOTAL SERVICES</b>		<b>83,500</b>
<b>4300 -</b>	<b>SUPPLIES</b>		
4303	Operational Supplies		26,500
	EMS medical supplies, medications, etc.	15,000	
	Disposable PPE, spider straps	500	
	C-Spine immobilization equipment	500	
	Gloves, cleaning supplies, etc. (warehouse)	1,500	
	Cyano-kits cyanide exposure treatment kits (4)	3,500	
	Miscellaneous operational supplies	5,500	
4308	Small Tools & Minor Equipment		22,230
	Replacement gear bags	4,000	
	Rescue tool replacement	4,000	
	Vehicle storage bins, shelves, etc.	4,030	
	Knox Box Medicine Vaults (4)	7,200	
	Miscellaneous tools and equipment	3,000	
4348	Books		900
	<b>TOTAL SUPPLIES</b>		<b>49,630</b>
<b>4400 -</b>	<b>REPAIRS &amp; MAINTENANCE</b>		
4401	Vehicles		16,000
	Tires	6,000	
	Preventative Maintenance	5,000	
	Unforeseen Maintenance	5,000	
4402	Machinery & Equipment		29,500
	LP-15 and AED maintenance	20,500	
	Stretcher maintenance	9,000	
	<b>TOTAL REPAIRS &amp; MAINTENANCE</b>		<b>45,500</b>
<b>4900 -</b>	<b>CAPITAL OUTLAY</b>		
4902	Buildings		2,000,000
	Construction of EMS Annex at Fire Station 1	2,000,000	
4941	Consulting Engineer Fee		250,000
	Design of EMS Annex at Fire Station 1	250,000	
	<b>TOTAL CAPITAL OUTLAY</b>		<b>2,250,000</b>
	<b>TOTAL BUDGETED EXPENDITURES</b>	<b>\$</b>	<b>3,097,306</b>

**CITY OF DEER PARK  
FIRE CONTROL, PREVENTION AND EMS DISTRICT (FCPEMSD)  
2017-2018 ANNUAL BUDGET**

**EXPENDITURE SUMMARY**

**307 - FIRE MARSHAL**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	REQUESTED 17-18	PROPOSED 17-18
Personnel & Related	\$ 75,778	\$ 84,276	\$ 75,815	\$ 86,975	\$ 88,137
Services	23,295	36,300	31,400	31,500	31,500
Supplies	764	2,000	1,450	1,300	1,300
Repairs & Maintenance	800	7,000	4,500	4,500	4,500
Capital Outlay	273,375	11,000	11,000	-	-
<b>Total Expenditures</b>	<b>\$ 374,012</b>	<b>\$ 140,576</b>	<b>\$ 124,165</b>	<b>\$ 124,275</b>	<b>\$ 125,437</b>

**PERSONNEL SCHEDULE**

Fire Marshal Inspector	1	1	1	1	1
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**PROGRAM DESCRIPTION**

The Fire Marshal's office is responsible for inspections and enforcement of the City's Fire Code as well as fire investigations. The Fire Marshal also designs and presents fire safety education programs in the community.

**CITY OF DEER PARK  
FIRE CONTROL, PREVENTION AND EMS DISTRICT (FCPEMSD)  
2017-2018 ANNUAL BUDGET**

**307 - FIRE MARSHAL**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	REQUESTED 17-18	PROPOSED 17-18
<b><u>4100 PERSONNEL &amp; RELATED</u></b>					
4101 Salaries - Full Time	\$ 56,156	\$ 56,843	\$ 56,570	\$ 58,812	\$ 59,974
4104 Salaries - Overtime	608	6,000	650	6,000	6,000
4106 Social Security/Medicare	4,303	4,779	4,400	4,922	5,011
4107 TMRS	8,019	8,968	7,400	9,536	9,553
4108 Health & Life Insurance	5,337	6,012	5,560	6,240	6,120
4109 Workers Compensation	711	1,029	590	820	834
4114 Section 125 Admin Fee	-	-	-	-	-
4117 Health Savings Account	644	645	645	645	645
<b>Total Personnel &amp; Related</b>	<b>75,778</b>	<b>84,276</b>	<b>75,815</b>	<b>86,975</b>	<b>88,137</b>
<b><u>4200 SERVICES</u></b>					
4219 Mobile Technology	-	2,000	2,000	2,000	2,000
4255 Community/Employee Affairs	5,000	3,500	3,500	3,500	3,500
4279 Software - Other	3,945	13,000	10,000	10,000	10,000
4290 Contract Labor	14,350	17,800	15,900	16,000	16,000
<b>Total Services</b>	<b>23,295</b>	<b>36,300</b>	<b>31,400</b>	<b>31,500</b>	<b>31,500</b>
<b><u>4300 SUPPLIES</u></b>					
4303 Operational Supplies	-	500	250	300	300
4308 Small Tools & Minor Equipment	764	1,500	1,200	1,000	1,000
<b>Total Supplies</b>	<b>764</b>	<b>2,000</b>	<b>1,450</b>	<b>1,300</b>	<b>1,300</b>
<b><u>4400 REPAIRS &amp; MAINTENANCE</u></b>					
4401 Vehicles	-	4,000	2,500	2,500	2,500
4402 Machinery & Equipment	-	3,000	2,000	2,000	2,000
4404 Building	800	-	-	-	-
<b>Total Repairs &amp; Maintenance</b>	<b>800</b>	<b>7,000</b>	<b>4,500</b>	<b>4,500</b>	<b>4,500</b>

**CITY OF DEER PARK**  
***FIRE CONTROL, PREVENTION AND EMS DISTRICT (FCPEMSD)***  
**2017-2018 ANNUAL BUDGET**

**307 - FIRE MARSHAL**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	REQUESTED 17-18	PROPOSED 17-18
<b><u>4900 CAPITAL OUTLAY</u></b>					
4904 Machinery & Equipment	-	11,000	11,000	-	-
4906 Automobiles & Light Trucks	-	-	-	-	-
4907 Truck & Heavy Rolling Stock	<u>273,375</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Total Capital Outlay</b>	<b><u>273,375</u></b>	<b><u>11,000</u></b>	<b><u>11,000</u></b>	<b><u>-</u></b>	<b><u>-</u></b>
 <b>TOTAL EXPENDITURES</b>	 <b><u>\$ 374,012</u></b>	 <b><u>\$ 140,576</u></b>	 <b><u>\$ 124,165</u></b>	 <b><u>\$ 124,275</u></b>	 <b><u>\$ 125,437</u></b>

**CITY OF DEER PARK  
2017 - 2018 FIRE CONTROL DISTRICT BUDGET**

**307 - FIRE MARSHAL**

<b>4100 -</b>	<b>PERSONNEL &amp; RELATED</b>		
4101	Salaries - Full Time		\$ 59,974
4104	Overtime		6,000
	Various Benefits (Total)		22,163
	<b>TOTAL PERSONNEL</b>		<b>88,137</b>
<b>4200 -</b>	<b>SERVICES</b>		
4219	Mobile Technology		2,000
	Air cards for iPads	2,000	
4255	Community Awards		3,500
	Contest awards, fire prevention parade, etc.	3,500	
4279	Software - Other		10,000
	Firehouse Annual Subscription	10,000	
4290	Contract Labor		16,000
	Monthly stipends (4 inspectors)	16,000	
	<b>TOTAL SERVICES</b>		<b>31,500</b>
<b>4300 -</b>	<b>SUPPLIES</b>		
4303	Operational Supplies		300
	Miscellaneous operational supplies	300	
4308	Small Tools & Minor Equipment		1,000
	Miscellaneous tools and equipment	1,000	
	<b>TOTAL SUPPLIES</b>		<b>1,300</b>
<b>4400 -</b>	<b>REPAIRS &amp; MAINTENANCE</b>		
4401	Vehicles		2,500
	Repairs and maintenance, as needed	2,500	
4402	Machinery & Equipment		2,000
	Fire prevention education & investigation trailer	2,000	
	<b>TOTAL REPAIRS &amp; MAINTENANCE</b>		<b>4,500</b>
	<b>TOTAL BUDGETED EXPENDITURES</b>		<b>\$ 125,437</b>



## Legislation Details (With Text)

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**File #:** MIN 17-112    **Version:** 1    **Name:**  
**Type:** Minutes    **Status:** Agenda Ready  
**File created:** 8/7/2017    **In control:** City Council  
**On agenda:** 8/15/2017    **Final action:**  
**Title:** Approval of minutes of special meeting on July 31, 2017.  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:** [CC\\_MS\\_073117](#)

Date	Ver.	Action By	Action	Result
8/15/2017	1	City Council		

Approval of minutes of special meeting on July 31, 2017.

Summary:

Fiscal/Budgetary Impact:

None

Approval

710 EAST SAN AUGUSTINE STREET

DEER PARK, TEXAS 77536

Minutes

of

A SPECIAL 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  
JULY 31, 2017, BEGINNING AT 5:30 P.M., WITH THE FOLLOWING MEMBERS PRESENT:

JERRY MOUTON	MAYOR
SHERRY GARRISON	COUNCILWOMAN
THANE HARRISON	COUNCILMAN
TOMMY GINN	COUNCILMAN
RON MARTIN	COUNCILMAN
BILL PATTERSON	COUNCILMAN

OTHER CITY OFFICIALS PRESENT:

JAY STOKES	CITY MANAGER
GARY JACKSON	ASSISTANT CITY MANAGER
SHANNON BENNETT	CITY SECRETARY

1. MEETING CALLED TO ORDER – Mayor Mouton called the special meeting to order at 5:30 p.m.
2. PRESENTATION OF PROPOSED CITY OF DEER PARK FISCAL YEAR 2017-2018 BUDGET - Jay Stokes, City Manager commented, “In accordance with the City Charter, we are presenting you the Budget for consideration. As always, I want to thank Gary Jackson, Assistant City Manager and Donna Todd, Finance Director for their work on the budget. The most noteworthy, are the Water and Sewer rates will not increase five percent as proposed because some of the debt that was supposed to be funded by the water and sewer rates are going up. We will have the Debt Service Fund pay the debt. We will have a rate study conducted that will help us reset the rates long term. There will be a .72 tax rate as we previously discussed. There were a few off setting items when we made the change that were worked into the budget.”
3. CONSIDERATION OF AND ACTION ON AN ORDINANCE CALLING A PUBLIC HEARING ON THE PROPOSED CITY OF DEER PARK FISCAL YEAR 2017- 2018 BUDGET - After a proposed ordinance was read by caption, motion was made by Councilwoman Garrison and seconded by Councilman Ginn to adopt on first and final reading Ordinance No. 3911, captioned as follows:

AN ORDINANCE OF THE CITY OF DEER PARK SETTING A DATE AND  
TIME FOR A PUBLIC HEARING ON THE PROPOSED BUDGET FOR THE  
BEGINNING OCTOBER 1, 2017 AND ENDING SEPTEMBER 30, 2018; AND  
DECLARING AN EMERGENCY.

Motion carried 6 to 0.

4. ADJOURN – Mayor Mouton adjourned the special meeting at 5:32 p.m.

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Shannon Bennett, TRMC  
City Secretary

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Jerry Mouton  
Mayor



## Legislation Details (With Text)

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**File #:** MIN 17-111    **Version:** 1    **Name:**  
**Type:** Minutes    **Status:** Agenda Ready  
**File created:** 8/7/2017    **In control:** City Council  
**On agenda:** 8/15/2017    **Final action:**  
**Title:** Approval of minutes of workshop meeting on August 1, 2017.  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:** [CC\\_MW\\_080117](#)

Date	Ver.	Action By	Action	Result
8/15/2017	1	City Council		

Approval of minutes of workshop meeting on August 1, 2017.

Summary:

Fiscal/Budgetary Impact:

None

Approval

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 AUGUST 1, 2017, BEGINNING AT 7:00 P.M., WITH THE FOLLOWING MEMBERS PRESENT:

JERRY MOUTON  
SHERRY GARRISON  
THANE HARRISON  
TOMMY GINN  
BILL PATTERSON  
RON MARTIN

MAYOR  
COUNCILWOMAN  
COUNCILMAN  
COUNCILMAN  
COUNCILMAN  
COUNCILMAN

## 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 7:00 p.m.
2. PRESENTATION OF THE SPENCERVIEW ATHLETIC COMPLEX – Charlie Sandberg, Director of Parks and Recreation and Nicole Garvis, Parks and Recreation Marketing and Technical Coordinator provided a video of the renovations of the Spencerview Athletic Complex.  
  
Mr. Sandberg thanked Council for attending the grounding breaking ceremony.
3. DISCUSSION OF ISSUES RELATED TO A POSSIBLE REQUEST TO THE PLANNING AND ZONING COMMISSION TO AMEND THE ZONING ORDINANCE TO ALLOW THE USE OF EXTERNAL SHIPPING CONTAINERS UNDER CERTAIN CONDITIONS IN THE GENERAL COMMERCIAL ZONING DISTRICT – Jay Stokes, City Manager advised Council of the outlined proposed changes that would accommodate Wal-Mart and to protect our interest as discussed. Mr. Stokes highlighted the list of changes that was drafted with Kim Nickelson, Attorney with Olson and Olson. All of the Council was in consensus with the changes, therefore they will be referred to the Planning and Zoning Commission for consideration and in October, there will be a final vote.

4. DISCUSSION OF ISSUES RELATING TO CHANGE TO THE CITY OF DEER PARK ADMINISTRATIVE MANUAL AS IT PERTAINS TO EDUCATION PAY – Bill Philibert, Director of the Human Resources Department advised Council of the adjustments to the Education Pay Program of sworn Police Officers for a Master and Bachelor's degree. It would increase the stipend amounts for a Bachelor's degree to \$2.31 per hour and the Master's Degree to \$2.60 per hour.
5. DISCUSSION OF ISSUES RELATING TO AMENDING THE FY 2016-2017 SALARY AND CLASSIFICATION SCALES FOR FULL-TIME EMPLOYEES AND EXECUTION OF PAYMENT TO BEGIN WITH THE SECOND PAY PERIOD IN AUGUST 2017 – Bill Philibert, Director of the Human Resources Department advised Council of the update to the Salary and Classification scale that reflects a 2% Cost of Living Adjustment (COLA), effective July 31.
6. DISCUSSION OF ISSUES RELATING TO ADOPTING MINIMUM PREVAILING WAGE RATES FOR VARIOUS CONSTRUCTION CRAFTS AND TRADES FOR PUBLIC WORKS CONSTRUCTION PERFORMED UNDER CONTRACT WITH THE CITY OF DEER PARK PURSUANT TO CHAPTER 2258 OF THE TEXAS GOVERNMENT CODE – Gary Jackson, Assistant City Manager advised Council that the Government requires that the contract workers receive a prevailing rate or adopt the Davis-Bacon wage rate. The wages should be included in the contract. Mr. Jackson recommended that the City adopt the Davis-Bacon wage rate.

Councilman Patterson asked, "Have we done this in the past?"

Mr. Jackson commented, "The City adopted one many years ago and it is out of date. It has never been updated."

Councilwoman Garrison asked, "Have we been working under that one?"

Mr. Jackson commented, "We have not been using it and these are minimum wage rates. You can have a higher rate, but not a lower rate."

Councilman Patterson asked, "Are these rates the contractor has to pay his workers?"

Mr. Jackson commented, "Yes. So when they read the bid documents, they must ensure wages are included in the bid documents."

Councilman Patterson asked, "What have we been using?"

Mr. Jackson commented, "We do not have a wage rate. We have not been in compliance of the Texas Government Code. The one we had was outdated."

Councilman Patterson asked, "Can we be sited for that?"

Mr. Jackson commented, "Now that we are aware, it would not be appropriate for us to continue doing it, but we cannot correct the past."

7. ADJOURN – Mayor Mouton adjourned the workshop meeting at 6:42 p.m.

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Shannon Bennett, TRMC  
City Secretary

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Jerry Mouton  
Mayor



## Legislation Details (With Text)

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**File #:** MIN 17-110    **Version:** 1    **Name:**  
**Type:** Minutes    **Status:** Agenda Ready  
**File created:** 8/7/2017    **In control:** City Council  
**On agenda:** 8/15/2017    **Final action:**  
**Title:** Approval of minutes of regular meeting on August 1, 2017.  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:** [CC\\_MR\\_080117](#)

Date	Ver.	Action By	Action	Result
8/15/2017	1	City Council		

Approval of minutes of regular meeting on August 1, 2017.

Summary:

Fiscal/Budgetary Impact:

None

Approval

CITY OF DEER PARK

76-176

710 EAST SAN AUGUSTINE STREET

DEER PARK, TEXAS 77536

Minutes of

THE 1692ND REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF DEER PARK, TEXAS HELD IN CITY HALL, 710 EAST SAN AUGUSTINE STREET, DEER PARK, TEXAS ON AUGUST 1, 2017, AT 7:30 P.M., WITH THE FOLLOWING MEMBERS PRESENT:

JERRY MOUTON  
SHERRY GARRISON  
THANE HARRISON  
TOMMY GINN  
BILL PATTERSON  
RON MARTIN

MAYOR  
COUNCILWOMAN  
COUNCILMAN  
COUNCILMAN  
COUNCILMAN  
COUNCILMAN

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 meeting to order at 7:30 p.m.
2. INVOCATION – The invocation was given by Councilman Patterson.
3. PLEDGE OF ALLEGIANCE – Mayor Mouton led the Pledge of Allegiance to the United States Flag and the Texas Flag.
4. PRESENTATION - RECOGNITION OF LIFE SAVING AWARD – Chief Greg Grigg commented, “We had a blessed opportunity to arrive at several homes this year to save lives. It’s important to recognize the people who did this but also the impact it has in our City and community.

On May 17, 2017, Officer Melynda Flores arrived at 514 Kingston Ct where Robert Martinez had collapsed and was not breathing. Officer Flores began CPR until Deer Park Paramedic Jeff Butera, Christina Hernandez and Firefighter Brett Conaway arrived and provided emergency medical aid. Due to their efforts, Mr. Martinez regained consciousness and was transported to Bayshore Hospital where he made a full recovery.”

Fire Chief Don Davis presented the paramedics certificates of appreciation.

Mayor Mouton presented Officer Melynda Flores with a Life Saving Award.

Chief Grigg commented, "On the morning of May 18, 2017, Officer Alan Thomas arrived at 610 Galway where Mae Clark was lying face up in the hallway and not breathing. He immediately began CPR and notified Paramedics Tracey Smith, Jayton Lening, Josh Hudson, Jay Cloud, Cheri Perches and Firefighter Steen Longnecker. There was a second person found unconscious and not breathing in an adjacent room. Officer Thomas advised dispatch and requested additional support. After several minutes of CPR and Deer Park EMS medical aid, Clark began to slowly breathe on her own. Upon arrival to the hospital, Clark made a full recovery and was released shortly after."

Fire Chief Don Davis presented the paramedics certificates of appreciation.

Mayor Mouton presented Officer Alan Thomas with a Life Saving Award.

5. CONSENT CALENDAR – Motion was made by Councilman Patterson and seconded by Councilman Ginn to approve the consent calendar as follows:
  - a. Approval of minutes of workshop meeting of July 18, 2017.
  - b. Approval of minutes of regular meeting of July 18, 2017.
  - c. Approval of corrected minutes of regular meeting of June 6, 2017.
  - d. Approval of tax refund to Gelco Corporation in the amount of \$583.76 due to a value decrease granted by Harris County Appraisal District.
  - e. Approval of tax refund to Popp Hutcheson PLLC in the amount of \$2,048.16 due to value decrease granted by Harris County Appraisal District.
  - f. Approval of tax refund to Popp Hutcheson PLLC in the amount of \$10,106.11 due to a value decrease granted by Harris County Appraisal District.
  - g. Approval of tax refund to Associated Credit Union in the amount of \$790.62 due to a homestead exemption, an over-65 exemption, and a freeze change granted by Harris County Appraisal District.
  - h. Approval of tax refund to 1609 Center St. Properties in the amount of \$1,254.69 due to a value decrease granted by Harris County Appraisal District.
  - i. Approval of tax refund to Colton Shepherd in the amount of \$576.00 due to a value decrease granted by Harris County Appraisal District.
  - j. Approval of tax refund to James D. Hannagan in the amount of \$7,775.83 due to a value decrease granted by Harris County Appraisal District.

- k. Approval of tax refund to Clay CMBS No. 2 LP in the amount of \$1,603.42 due to a value decrease granted by Harris County Appraisal District.
- l. Approval of tax refund to Clay CMBS No. 2 LP in the amount of \$2,109.50 due to a value decrease granted by Harris County Appraisal District.
- m. Approval of tax refund to Clay Partners - 306 Deerwood Glen LP in the amount of \$3,214.48 due to a value decrease granted by Harris County Appraisal District.
- n. Approval of tax refund to Clay Partners - 202 Deerwood Glen LP in the amount of \$977.64 due to a value decrease granted by Harris County Appraisal District.
- o. Approval of tax refund to Clay Partners - 208 Deerwood Glen LP in the amount of \$1,948.03 due to a value decrease granted by Harris County Appraisal District.
- p. Approval of tax refund to Clay Partners - 202 Deerwood Glen CT LP in the amount of \$705.57 due to a value decrease granted by Harris County Appraisal District.
- q. Approval of tax refund to Clay Partners - 4440 Hwy 225 LP in the amount of \$5,768.39 due to a value decrease granted by Harris County Appraisal District.
- r. Approval of tax refund to National Tax Search LLC in the amount of \$1,807.31 due to a value decrease granted by Harris County Appraisal District.
- s. Approval of tax refund to National Tax Search LLC in the amount of \$1,227.86 due to a value decrease granted by Harris County Appraisal District.
- t. Approval of tax refund to Popp Hutcheson PLLC in the amount of \$1,141.02 due to value decrease granted by Harris County Appraisal District.
- u. Approval of tax refund to Clay CMBS No. 5 LP in the amount of \$2,900.27 due to a value decrease granted by Harris County Appraisal District.
- v. Approval of tax refund to Clay CMBS No. 5 LP in the amount of \$1,428.71 due to a value decrease granted by Harris County Appraisal District.
- w. Approval of tax refund to D. L. Peterson Trust in the amount of \$2,523.45 due to a value decrease granted by Harris County Appraisal District.
- x. Approval of the surplus property list and authorization to auction this surplus property via the Internet through Rene Bates Auctioneers.
- y. Approval to advertise and receive bids on The Sidewalk Improvements for Pasadena Blvd., East 13th Street and Spencer Highway.

- z. Acceptance of the Deer Park Community Development Corporation's quarterly report for the period of April 1, 2017 - June 30, 2017.
- aa. Authorization of changes to the City of Deer Park Administrative Manual as it pertains to Education Pay.
- bb. Authorization to Purchase a 2 MGD High Service Pump.

Motion carried 6 to 0.

6. COMMENTS FROM AUDIENCE –

- a. John Matula, 801 Lanell St., Deer Park, TX 77536, played audio of a barking dog. Mr. Matula commented, "This is from last Thursday when I was at home. Please help so the repose of my home can be restored and the quality of life enhanced for all of the Deer Park residents."

Mayor Mouton instructed City Manager Jay Stokes to meet with Mr. Matula to resolve the issue.

- 7. CONSIDERATION OF AND ACTION ON AN AGREEMENT WITH DEER PARK INDEPENDENT SCHOOL DISTRICT FOR FY 2017-2018 FACILITY USAGE – Motion made by Councilwoman Garrison and seconded by Councilman Harrison to enter into an agreement with Deer Park Independent School District for FY 2017 - 2018 Facility Usage. Motion carried 6 to 0.
- 8. CONSIDERATION OF AND ACTION ON AN AGREEMENT TO RENEW THE SCHOOL RESOURCE OFFICERS (SRO)/CROSSING GUARD INTER-LOCAL AGREEMENT WITH THE DEER PARK INDEPENDENT SCHOOL DISTRICT (DPISD) FOR THE 2017/2018 SCHOOL YEAR – Motion made by Councilman Harrison and seconded by Councilman Patterson to enter into an agreement to renew the School Resource Officers (SRO)/Crossing Guard Inter-Local Agreement with the Deer Park Independent School District (DPISD) for the 2017/2018 school year. Motion carried 6 to 0.
- 9. CONSIDERATION OF AND ACTION ON A REQUEST TO THE PLANNING AND ZONING COMMISSION TO AMEND THE ZONING ORDINANCE TO ALLOW THE USE OF EXTERNAL SHIPPING CONTAINERS UNDER CERTAIN CONDITIONS IN THE GENERAL COMMERCIAL ZONING DISTRICT – Motion made by Councilman Patterson and seconded by Councilman Ginn to request to the Planning and Zoning Commission to amend the zoning ordinance to allow the use of external shipping containers under certain conditions in the General Commercial Zoning District. Motion carried 6 to 0.
- 10. CONSIDERATION OF AND ACTION ON A RESOLUTION APPOINTING CHARLENE TIGHE TO THE FIREMEN'S PENSION BOARD – Motion was made by Councilman Garrison and seconded by Councilman Martin to approve Resolution number 2017-15, captioned as follows:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DEER PARK,  
TEXAS, APPOINTING A PERSON TO THE DEER PARK FIREFIGHTERS  
PENSION BOARD OF TRUSTEES.

Motion carried 6 to 0.

11. CONSIDERATION OF AND ACTION ON AMENDING THE FY 2016-2017 SALARY AND CLASSIFICATION SCALES FOR THE FULL-TIME EMPLOYEES AND EXECUTION OF PAYMENT TO BEGIN WITH THE SECOND PAY PERIOD IN AUGUST 2017 – Motion was made by Councilman Martin and seconded by Councilman Patterson to adopt on the first and final reading Ordinance No. 3912, captioned as follows:

AN ORDINANCE AMENDING ORDINANCE NO. 842 WHICH PROVIDED FOR A FISCAL YEAR 2016-2017 RECLASSIFICATION SCALE AND PAY RANGE CHART FOR EMPLOYEES OF THE CITY OF DEER PARK; AND DECLARING AN EMERGENCY.

Motion carried 6 to 0.

12. CONSIDERATION OF AND ACTION ON AN ORDINANCE ADOPTING MINIMUM PREVAILING WAGE RATES FOR VARIOUS CONSTRUCTION CRAFTS AND TRADES FOR PUBLIC WORKS CONSTRUCTION PERFORMED UNDER CONTRACT WITH THE CITY OF DEER PARK PURSUANT TO CHAPTER 2258 OF THE TEXAS GOVERNMENT CODE – After the proposed ordinance was read by caption, motion was made by Councilman Ginn and seconded by Councilman Patterson to adopt on the first and final reading Ordinance No. 3913, captioned as follows:

AN ORDINANCE ASCERTAINING THE GENERAL PREVAILING WAGE RATES FOR VARIOUS CONSTRUCTION CRAFTS AND TRADES FOR PUBLIC WORKS CONSTRUCTION PERFORMED UNDER CONTRACT WITH THE CITY OF DEER PARK, TEXAS; ADOPTING SUCH WAGE RATES AS THE MINIMUM WAGE RATES FOR SUCH CONSTRUCTION CRAFTS AND TRADES ON SUCH CONTRACTS; PROVIDING THAT THESE RATES SHALL APPLY TO CERTAIN CITY CONTRACTS ON OR AFTER THE EFFECTIVE DATE; PROVIDING A REPEALING CLAUSE; AND FINDING COMPLIANCE WITH THE OPEN MEETINGS LAW; AND PROVIDING AN EFFECTIVE DATE HEREOF.

Gary Jackson, Assistant City Manager advised Council that there was a previous ordinance, but it did not adopt the Davis Beacon wage rate. There was a survey done and the wage rates were based off of that and are outdated. Public Works has been using the Davis Beacon wage rates on projects, but Council has not adopted the wage rates. This ordinance will bring us in compliance with the government law.

Motion carried 6 to 0.

13. ADJOURN – Mayor Mouton adjourned the meeting at 7:53 p.m.

ATTEST:

APPROVED:

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Shannon Bennett, TRMC  
City Secretary

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Jerry Mouton  
Mayor



## Legislation Details (With Text)

**File #:** RPT 17-049    **Version:** 1    **Name:**  
**Type:** Report    **Status:** Agenda Ready  
**File created:** 8/2/2017    **In control:** City Council  
**On agenda:** 8/15/2017    **Final action:**  
**Title:** Acceptance of Quarterly Investment Report (April - June 2017).  
**Sponsors:** Finance  
**Indexes:**  
**Code sections:**  
**Attachments:** [2017 3Q Investment Report](#)

Date	Ver.	Action By	Action	Result
8/15/2017	1	City Council		

Acceptance of Quarterly Investment Report (April - June 2017).

Summary: Chapter 2, Administration, Article VII (Finance), All of Division 2 (Investment Policy), Section 2-274 Reporting, of the Code of Ordinances of the City of Deer Park, requires the Investment Officers to prepare and submit to City Council an investment report no less than on a quarterly basis. This requirement is in compliance with the Texas Public Funds Investment Act, V.T.C.A., Government Code Ch. 2256 as amended (the "Act"). The City's Investment Officers have worked with the Investment Advisor to prepare and have signed this report for the quarter ended March 31, 2017.

At June 30, 2017, all City funds were held in various depository accounts or in accounts at TexPool or TexSTAR, which are local government investment pools authorized by the Investment Policy. Both pools continue to maintain their AAAm rating by Standard & Poor's, which is the highest rating a local government investment pool can achieve.

Cash and investment activity included on the attached report is summarized below:

Cash in Wells Fargo (Depository Bank)	\$ 21,761,072
Money Market Accounts	12,066,855
Certificates of Deposit	23,085,444
CDARS Program	2,030,439
TexPool	31,747,091
TexSTAR	24,726,925
Total Book Value	\$115,417,826

Working with the City's investment advisor, the City has diversified the portfolio during the past year with current

investments of \$37,182,738 in various depository banks through money market accounts, certificates of deposit, and CDARS (Note: CDARS is network of financial institutions that provides an investment opportunity for deposits in excess of the standard FDIC insurance maximum of \$250,000. One bank acts as custodian for the CDARS deposits at the various other member banks. As an example, a \$1,000,000 deposit is placed with seven banks, and all balances are covered by FDIC insurance. For the banks, this is cheaper than holding collateral if the single deposit exceeded \$250,000. Then, rather than administering seven separate investments and receiving seven separate account statements for the investment, the City receives one consolidated account statement from the custodian bank.)

The depository investments are earning between 0.55% and 1.36%. Comparatively, rates in the investment pools averaged 0.7876% and 0.7769% for the quarter in TexPool and TexSTAR, respectively. The new depository investments have increased investment earnings, and the City continues to review and evaluate investment opportunities for safety, liquidity, and yield.

At the end of the third quarter of Fiscal Year 2016-2017, investments in TexPool totaled \$31,747,091, which is a net decrease of \$4,593,934 from the previous quarter. This net decrease reflects withdrawals of approximately \$4,664,000 to cover bond fund expenditures offset by \$70,069 of interest earnings for the quarter. The TexPool funds earned an average 0.7876% for the quarter (April - June) or 21.4 basis points higher than the average for the previous quarter (note: a basis point is equal to 1/100 of a percentage point so 0.01 equals 1 basis point). At June 30, 2017, TexPool was earning 0.9566%.

Investments in TexSTAR at the end of the third quarter of the fiscal year totaled \$24,726,925, which is a net decrease of \$3,541,946 from the previous quarter. This net decrease reflects withdrawals of approximately \$3,595,700 to cover bond fund expenditures offset by \$53,762 of interest earnings for the quarter. The TexSTAR funds earned an average 0.7769% for the quarter or 20.2 basis points higher than the average for the previous quarter. At June 30, 2017, TexSTAR was earning 0.9675%.

After two years of steady declines, interest rates have been trending upward including an increase in the Fed funds rate, still shown as a range and currently 1.00% - 1.25%. As a result of market changes, the City continues to see higher interest earnings. The 0.81% weighted average yield for the third quarter ended June 30, 2017 is below the 0.91% average yield of the three-month U.S. Treasury Bill for the quarter. The City's weighted average yield for the fiscal year-to-date at June 30, 2017 is 0.61%, which is 9.0 basis points higher than the previous quarter. Currently about 18.9% of the City's portfolio is in cash accounts.

#### Fiscal/Budgetary Impact:

N/A.

Accept the Investment Report for the Quarter Ended June 30, 2017.



## QUARTERLY INVESTMENT REPORT

For the Quarter Ended

June 30, 2017

Prepared by  
Valley View Consulting, L.L.C. (1)

To the best of our knowledge, this portfolio and report are in compliance with the investment strategy expressed in Chapter 2, Administration, Article VII, Division 2, Investment Policy of the Code of Ordinances of the City of Deer Park and the Texas Public Funds Investment Act, Government Code Ch. 2256, as amended.

City Manager

Assistant City Manager

Director of Finance

(1) Disclaimer: These reports were compiled using information provided by the City. No procedures were performed to test the accuracy or completeness of this information. The market values included in these reports were obtained by Valley View Consulting, L.L.C. from sources believed to be accurate and represent proprietary valuation. Due to market fluctuations these levels are not necessarily reflective of current liquidation values. Yield calculations are not determined using standard performance formulas, are not representative of total return yields, and do not account for investment advisor fees.

## Strategy Summary

### Quarter End Results by Investment Category:

Asset Type	Ave. Yield	June 30, 2017		March 31, 2017	
		Book Value	Market Value	Book Value	Market Value
MMA/NOW	0.50%	\$ 33,827,926.30	\$ 33,827,926.30	\$ 33,439,015.94	\$ 33,439,015.94
LGIPs	0.87%	56,474,016.07	56,474,016.07	64,609,895.44	64,609,895.44
CDS/Securities	1.06%	25,115,883.16	25,115,883.16	24,355,911.84	24,355,911.84
<b>Totals</b>		<b>\$ 115,417,825.53</b>	<b>\$ 115,417,825.53</b>	<b>\$ 122,404,823.22</b>	<b>\$ 122,404,823.22</b>

Current Quarter Average Yield (1)		Fiscal Year-to-Date Average Yield (2)	
Total Portfolio	0.81%	Total Portfolio	0.61%
Rolling Three Mo. Treas. Yield	0.91%	Rolling Three Mo. Treas. Yield	0.65%
Rolling Six Mo. Treas. Yield	0.88%	Rolling Six Mo. Treas. Yield	0.68%
		Quarter End TexPool Yield	0.65%
		Quarter End TexSTAR Yield	0.66%

Quarterly Interest Income \$ 229,695.32 Approximate  
Year-to-date Interest Income \$ 491,490.32 Approximate

Note: Bank balances represent pooled cash accounts (General Fund, Accounts Payable and Payroll), plus the CCPD, FCPPEMSD, DPCDC, and Series 2002 TWDB accounts. Cash balances are unaudited. Cash balances for the beginning of the fiscal year are restated to reflect bank balances rather than book balances.

(1) Average Yield calculated using quarter end report yields and adjusted book values and does not reflect a total return analysis or account for advisory fees.

(2) Fiscal Year-to-Date Average Yields calculated using quarter end report yields and adjusted book values and does not reflect a total return analysis or account for advisory fees.

# Investment Holdings

June 30, 2017

Description	Ratings	Coupon/ Maturity		Settlement		Par Value	Book Value	Market Price	Market Value	Life (days)	Yield		
		Discount	Date	Date									
Wells Fargo #2800 MMA		0.05%	07/01/17	06/30/17	\$	16,927,089.49	\$	16,927,089.49	1.00	\$	16,927,089.49	1	0.05%
Wells Fargo #9865 MMA		0.09%	07/01/17	06/30/17		1,367,559.49		1,367,559.49	1.00		1,367,559.49	1	0.09%
Wells Fargo #9824 MMA		0.09%	07/01/17	06/30/17		1,639,871.98		1,639,871.98	1.00		1,639,871.98	1	0.09%
Wells Fargo #5314 MMA		0.05%	07/01/17	06/30/17		86,168.50		86,168.50	1.00		86,168.50	1	0.05%
Wells Fargo #6267 MMA		0.05%	07/01/17	06/30/17		1,740,382.19		1,740,382.19	1.00		1,740,382.19	1	0.05%
Green Bank MMA		1.09%	07/01/17	06/30/17		2,013,255.66		2,013,255.66	1.00		2,013,255.66	1	1.09%
NexBank MMA		1.36%	07/01/17	06/30/17		10,053,598.99		10,053,598.99	1.00		10,053,598.99	1	1.36%
TexPool	AAAm	0.88%	07/01/17	06/30/17		31,747,091.22		31,747,091.22	1.00		31,747,091.22	1	0.88%
TexSTAR	AAAm	0.86%	07/01/17	06/30/17		24,726,924.85		24,726,924.85	1.00		24,726,924.85	1	0.86%
LegacyTexas Bank CD		0.85%	07/03/17	07/01/16		5,048,357.77		5,048,357.77	100.00		5,048,357.77	3	0.85%
BTB Bank CDARS		0.90%	07/27/17	11/12/15		1,014,779.51		1,014,779.51	100.00		1,014,779.51	27	0.90%
BTB Bank CDARS		0.95%	09/28/17	11/12/15		1,015,659.29		1,015,659.29	100.00		1,015,659.29	90	0.95%
LegacyTexas Bank CD		0.92%	10/02/17	03/02/17		5,011,603.49		5,011,603.49	100.00		5,011,603.49	94	0.92%
Southside Bank CD		0.83%	11/01/17	11/01/16		1,506,180.18		1,506,180.18	100.00		1,506,180.18	124	0.83%
LegacyTexas Bank CD		1.35%	03/01/18	03/15/17		3,010,219.80		3,010,219.80	100.00		3,010,219.80	244	1.35%
Lubbock Nat'l Bank CD		1.20%	04/02/18	03/07/17		3,009,083.12		3,009,083.12	100.00		3,009,083.12	276	1.20%
Southside Bank CD		1.22%	05/01/18	04/03/17		2,000,000.00		2,000,000.00	100.00		2,000,000.00	305	1.22%
Texas Security Bank CD		1.34%	06/01/18	06/02/17		2,000,000.00		2,000,000.00	100.00		2,000,000.00	336	1.34%
Southside Bank CD		1.25%	07/02/18	04/27/17		1,500,000.00		1,500,000.00	100.00		1,500,000.00	367	1.25%

(1) Weighted average life - For purposes of calculating weighted average life, bank accounts, pools and money market funds are assumed to have a one day maturity.

(2) Weighted average yield to maturity - The weighted average yield to maturity is based on adjusted book value, realized and unrealized gains/losses and investment advisory fees are not considered. The yield for the reporting month is used for bank accounts, pools and money market funds.

# Book Value Comparison

March 31, 2017						June 30, 2017		
Description	Coupon/ Discount	Maturity Date	Par Value	Book Value	Purchases/ Adjustments	Sales/Adjust Call/Maturity	Par Value	Book Value
Wells Fargo #2800 MMA	0.05%	07/01/17	\$ 16,380,948.67	\$ 16,380,948.67	\$ 546,140.82	\$ -	\$ 16,927,089.49	\$ 16,927,089.49
Wells Fargo #9865 MMA	0.09%	07/01/17	1,711,589.28	1,711,589.28	-	(344,029.79)	1,367,559.49	1,367,559.49
Wells Fargo #9824 MMA	0.09%	07/01/17	1,619,769.25	1,619,769.25	20,102.73	-	1,639,871.98	1,639,871.98
Wells Fargo #5314 MMA	0.05%	07/01/17	6.38	6.38	86,162.12	-	86,168.50	86,168.50
Wells Fargo #6267 MMA	0.05%	07/01/17	1,696,377.79	1,696,377.79	44,004.40	-	1,740,382.19	1,740,382.19
Green Bank MMA	1.09%	07/01/17	2,008,090.74	2,008,090.74	5,164.92	-	2,013,255.66	2,013,255.66
NexBank MMA	1.36%	07/01/17	10,022,233.83	10,022,233.83	31,365.16	-	10,053,598.99	10,053,598.99
TexPool	0.88%	07/01/17	36,341,024.80	36,341,024.80	-	(4,593,933.58)	31,747,091.22	31,747,091.22
TexSTAR	0.86%	07/01/17	28,268,870.64	28,268,870.64	-	(3,541,945.79)	24,726,924.85	24,726,924.85
Southside Bank CD	0.70%	04/03/17	1,513,221.71	1,513,221.71	-	(1,513,221.71)	-	-
BTB Bank CDARS	0.75%	04/27/17	1,010,409.73	1,010,409.73	-	(1,010,409.73)	-	-
Origin Bank CD	1.25%	05/12/17	245,000.00	245,000.00	-	(245,000.00)	-	-
BTB Bank CDARS	0.80%	06/01/17	1,010,642.47	1,010,642.47	-	(1,010,642.47)	-	-
BTB Bank CDARS	0.85%	06/29/17	1,011,311.48	1,011,311.48	-	(1,011,311.48)	-	-
LegacyTexas Bank CD	0.85%	07/03/17	5,037,557.27	5,037,557.27	10,800.50	-	5,048,357.77	5,048,357.77
BTB Bank CDARS	0.90%	07/27/17	1,011,980.87	1,011,980.87	2,798.64	-	1,014,779.51	1,014,779.51
BTB Bank CDARS	0.95%	09/28/17	1,012,650.23	1,012,650.23	3,009.06	-	1,015,659.29	1,015,659.29
LegacyTexas Bank CD	0.92%	10/02/17	5,000,000.00	5,000,000.00	11,603.49	-	5,011,603.49	5,011,603.49
Southside Bank CD	0.83%	11/01/17	1,503,138.08	1,503,138.08	3,042.10	-	1,506,180.18	1,506,180.18
LegacyTexas Bank CD	1.35%	03/01/18	3,000,000.00	3,000,000.00	10,219.80	-	3,010,219.80	3,010,219.80
Lubbock Nat'l Bank CD	1.20%	04/02/18	3,000,000.00	3,000,000.00	9,083.12	-	3,009,083.12	3,009,083.12
Southside Bank CD	1.22%	05/01/18	-	-	2,000,000.00	-	2,000,000.00	2,000,000.00
Texas Security Bank CD	1.34%	06/01/18	-	-	2,000,000.00	-	2,000,000.00	2,000,000.00
Southside Bank CD	1.25%	07/02/18	-	-	1,500,000.00	-	1,500,000.00	1,500,000.00
TOTAL			\$ 122,404,823.22	\$ 122,404,823.22	\$ 6,283,496.86	\$ (13,270,494.55)	\$ 115,417,825.53	\$ 115,417,825.53

# Market Value Comparison

March 31, 2017

Description	Coupon/ Discount	Maturity Date	Par Value	Market Value
Wells Fargo #2800 MMA	0.05%	07/01/17	\$ 16,380,948.67	\$ 16,380,948.67
Wells Fargo #9865 MMA	0.09%	07/01/17	1,711,589.28	1,711,589.28
Wells Fargo #9824 MMA	0.09%	07/01/17	1,619,769.25	1,619,769.25
Wells Fargo #5314 MMA	0.05%	07/01/17	6.38	6.38
Wells Fargo #6267 MMA	0.05%	07/01/17	1,696,377.79	1,696,377.79
Green Bank MMA	1.09%	07/01/17	2,008,090.74	2,008,090.74
NexBank MMA	1.36%	07/01/17	10,022,233.83	10,022,233.83
TexPool	0.88%	07/01/17	36,341,024.80	36,341,024.80
TexSTAR	0.88%	07/01/17	28,268,870.64	28,268,870.64
Southside Bank CD	0.70%	04/03/17	1,513,221.71	1,513,221.71
BTB Bank CDARS	0.75%	04/27/17	1,010,409.73	1,010,409.73
Origin Bank CD	1.25%	05/12/17	245,000.00	245,000.00
BTB Bank CDARS	0.80%	06/01/17	1,010,642.47	1,010,642.47
BTB Bank CDARS	0.85%	06/29/17	1,011,311.48	1,011,311.48
LegacyTexas Bank CD	0.85%	07/03/17	5,037,557.27	5,037,557.27
BTB Bank CDARS	0.90%	07/27/17	1,011,980.87	1,011,980.87
BTB Bank CDARS	0.95%	09/28/17	1,012,650.23	1,012,650.23
LegacyTexas Bank CD	0.92%	10/02/17	5,000,000.00	5,000,000.00
Southside Bank CD	0.83%	11/01/17	1,503,138.08	1,503,138.08
LegacyTexas Bank CD	1.35%	03/01/18	3,000,000.00	3,000,000.00
Lubbock Nat'l Bank CD	1.20%	04/02/18	3,000,000.00	3,000,000.00
Southside Bank CD	1.22%	05/01/18	-	-
Texas Security Bank CD	1.34%	06/01/18	-	-
Southside Bank CD	1.25%	07/02/18	-	-

TOTAL \$ 122,404,823.22 \$ 122,404,823.22

June 30, 2017

Qtr to Qtr Change	Par Value	Market Value
\$ 546,140.82	\$ 16,927,089.49	\$ 16,927,089.49
(344,029.79)	1,367,559.49	1,367,559.49
20,102.73	1,639,871.98	1,639,871.98
86,162.12	86,168.50	86,168.50
44,004.40	1,740,382.19	1,740,382.19
5,164.92	2,013,255.66	2,013,255.66
31,365.16	10,053,598.99	10,053,598.99
(4,593,933.58)	31,747,091.22	31,747,091.22
(3,541,945.79)	24,726,924.85	24,726,924.85
(1,513,221.71)	-	-
(1,010,409.73)	-	-
(245,000.00)	-	-
(1,010,642.47)	-	-
(1,011,311.48)	-	-
10,800.50	5,048,357.77	5,048,357.77
2,798.64	1,014,779.51	1,014,779.51
3,009.06	1,015,659.29	1,015,659.29
11,603.49	5,011,603.49	5,011,603.49
3,042.10	1,506,180.18	1,506,180.18
10,219.80	3,010,219.80	3,010,219.80
9,083.12	3,009,083.12	3,009,083.12
2,000,000.00	2,000,000.00	2,000,000.00
2,000,000.00	2,000,000.00	2,000,000.00
1,500,000.00	1,500,000.00	1,500,000.00

\$ (6,986,997.69) \$ 115,417,825.53 \$ 115,417,825.53

Allocation  
June 30, 2017

Book & Market Value

	Total	Pooled Cash	General	Capital Projects & Improvements	Crime Control District	Debt Service Fund
Wells Fargo MMA	\$ 21,761,071.65	\$ 16,927,089.49	\$ -	\$ 86,168.50	\$ 1,367,559.49	\$ -
Green Bank MMA	2,013,255.66		2,013,255.66			
NexBank MMA	10,053,598.99		10,053,598.99			
TexPool	31,747,091.22		10,831,154.40	16,872,755.36		1,936,833.55
TexSTAR	24,726,924.85		2,521,539.99	22,205,384.86		
07/03/17-LegacyTexas Bank CD	5,048,357.77		5,048,357.77			
07/27/17-BTH Bank CDARS	1,014,779.51		1,014,779.51			
09/28/17-BTH Bank CDARS	1,015,659.29		1,015,659.29			
10/02/17-LegacyTexas Bank CD	5,011,603.49		5,011,603.49			
11/01/17-Southside Bank CD	1,506,180.18		1,506,180.18			
03/01/18-LegacyTexas Bank CD	3,010,219.80		3,010,219.80			
04/02/18-Lubbock Nat'l Bank CD	3,009,083.12		3,009,083.12			
05/01/18-Southside Bank CD	2,000,000.00		2,000,000.00			
06/01/18-Texas Security Bank CD	2,000,000.00		2,000,000.00			
07/02/18-Southside Bank CD	1,500,000.00		1,500,000.00			
<b>Total</b>	<b>\$ 115,417,825.53</b>	<b>\$ 16,927,089.49</b>	<b>\$ 50,535,432.20</b>	<b>\$ 39,164,308.72</b>	<b>\$ 1,367,559.49</b>	<b>\$ 1,936,833.55</b>

Allocation  
June 30, 2017

(Continued)

Book & Market Value

	East Boulevard Fund	Fire Control District	Street Assessments	Water & Sewer	Community Development Corporation	Senior Citizens Fund	Special Revenue (Police)
Wells Fargo MMA \$	-	\$ 1,639,871.98	\$	-	\$ 1,740,382.19	\$	-
Green Bank MMA							
NexBank MMA							
TexPool	26,995.35		75,143.61	1,855,566.43		112,072.08	36,570.44
TexSTAR							
07/03/17-LegacyTexas Bank CD							
07/27/17-BTH Bank CDARS							
09/28/17-BTH Bank CDARS							
10/02/17-LegacyTexas Bank CD							
11/01/17-Southside Bank CD							
03/01/18-LegacyTexas Bank CD							
04/02/18-Lubbock Nat'l Bank CD							
05/01/18-Southside Bank CD							
06/01/18-Texas Security Bank CD							
07/02/18-Southside Bank CD							
Total	\$ 26,995.35	\$ 1,639,871.98	\$ 75,143.61	\$ 1,855,566.43	\$ 1,740,382.19	\$ 112,072.08	\$ 36,570.44

Allocation  
March 31, 2017

Book & Market Value

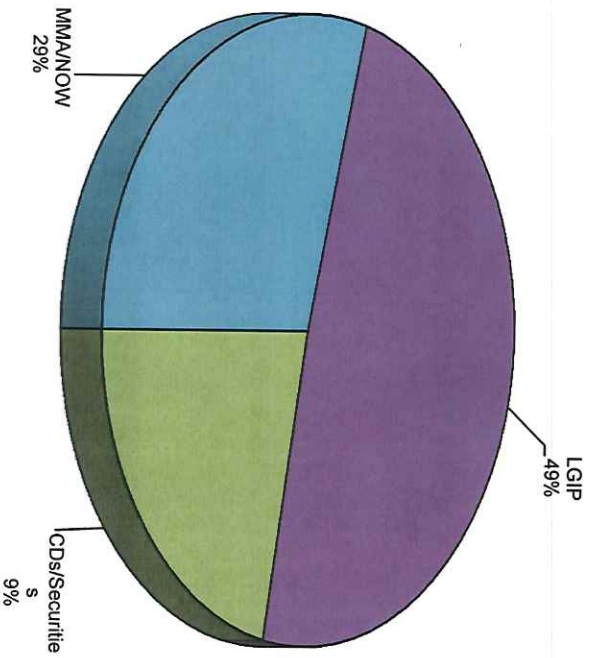
	Total	Pooled Cash	General	Capital Projects & Improvements	Crime Control District	Debt Service Fund
Wells Fargo MMA	\$ 21,408,691.37	\$ 16,380,948.67	\$ -	\$ 6.38	\$ 1,711,589.28	\$ -
Green Bank MMA	2,008,090.74		2,008,090.74			
NexBank MMA	10,022,233.83		10,022,233.83			
TexPool	36,341,024.80		10,809,920.25	21,495,741.38		1,933,036.47
TexSTAR	28,268,870.64		2,516,664.30	25,752,206.34		
04/03/17-Southside Bank CD	1,513,221.71		1,513,221.71			
04/27/17-BTH Bank CDARS	1,010,409.73		1,010,409.73			
05/12/17-Origin Bank CD	245,000.00		245,000.00			
06/01/17-BTH Bank CDARS	1,010,642.47		1,010,642.47			
06/29/17-BTH Bank CDARS	1,011,311.48		1,011,311.48			
07/03/17-LegacyTexas Bank CD	5,037,557.27		5,037,557.27			
07/27/17-BTH Bank CDARS	1,011,980.87		1,011,980.87			
09/28/17-BTH Bank CDARS	1,012,650.23		1,012,650.23			
10/02/17-LegacyTexas Bank CD	5,000,000.00		5,000,000.00			
11/01/17-Southside Bank CD	1,503,138.08		1,503,138.08			
03/01/18-LegacyTexas Bank CD	3,000,000.00		3,000,000.00			
04/02/18-Lubbock Nat'l Bank CD	3,000,000.00		3,000,000.00			
Total	\$ 122,404,823.22	\$ 16,380,948.67	\$ 49,712,820.96	\$ 47,247,954.10	\$ 1,711,589.28	\$ 1,933,036.47

**Allocation** (Continued)  
**March 31, 2017**

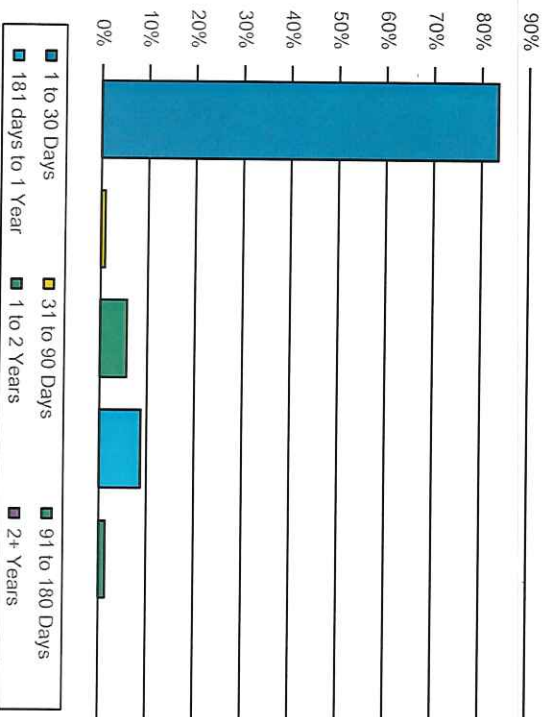
**Book & Market Value**

	East Boulevard Fund	Fire Control District	Street Assessments	Water & Sewer	Community Development Corporation	Senior Citizens Fund	Special Revenue (Police)
Wells Fargo MMA	\$ -	\$ 1,619,769.25	\$ -	\$ -	\$ 1,696,377.79	\$ -	\$ -
Green Bank MMA							
NexBank MMA							
TexPool	27,050.50		74,996.38	1,851,928.60		111,852.43	36,498.79
TexSTAR							
04/03/17-Southside Bank CD							
04/27/17-BTH Bank CDARS							
05/12/17-Origin Bank CD							
06/01/17-BTH Bank CDARS							
06/29/17-BTH Bank CDARS							
07/03/17-LegacyTexas Bank CD							
07/27/17-BTH Bank CDARS							
09/28/17-BTH Bank CDARS							
10/02/17-LegacyTexas Bank CD							
11/01/17-Southside Bank CD							
03/01/18-LegacyTexas Bank CD							
04/02/18-Lubbock Nat'l Bank CD							
<b>Total</b>	<b>\$ 27,050.50</b>	<b>\$ 1,619,769.25</b>	<b>\$ 74,996.38</b>	<b>\$ 1,851,928.60</b>	<b>\$ 1,696,377.79</b>	<b>\$ 111,852.43</b>	<b>\$ 36,498.79</b>

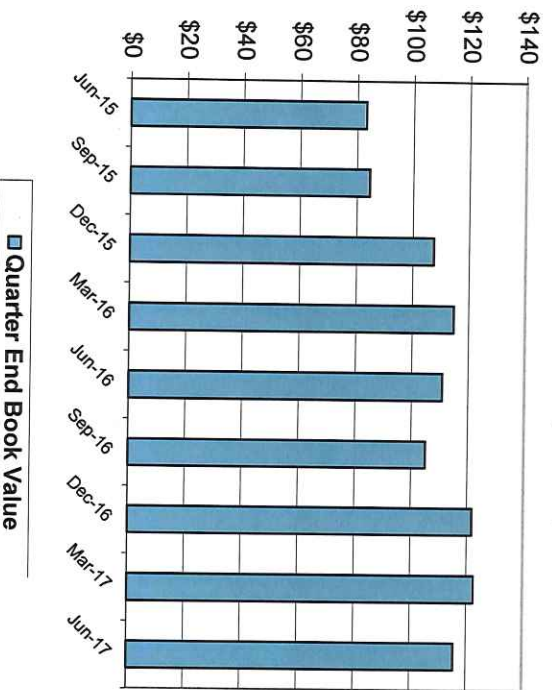
## Portfolio Composition



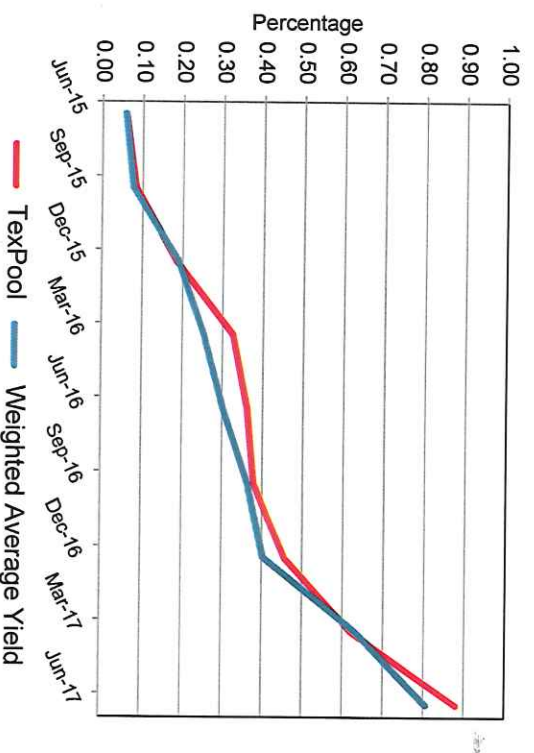
## Distribution by Maturity



## Total Portfolio (Millions)



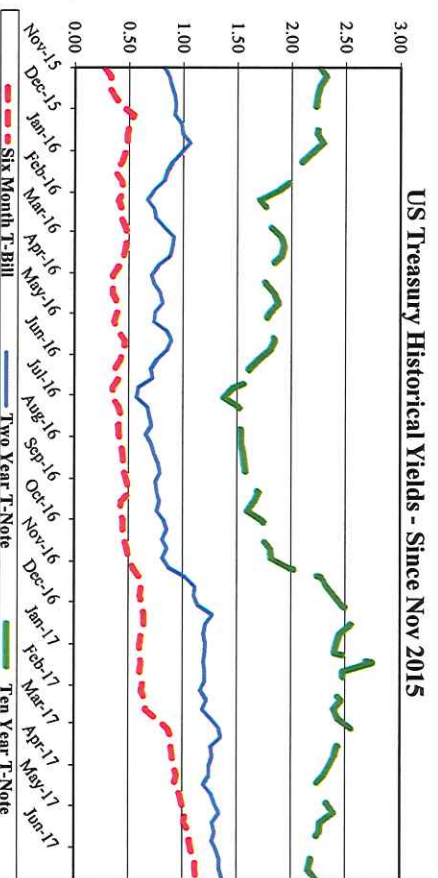
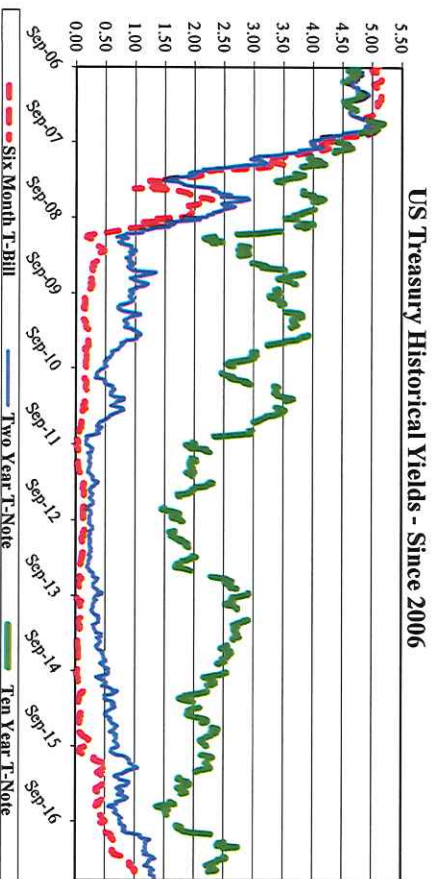
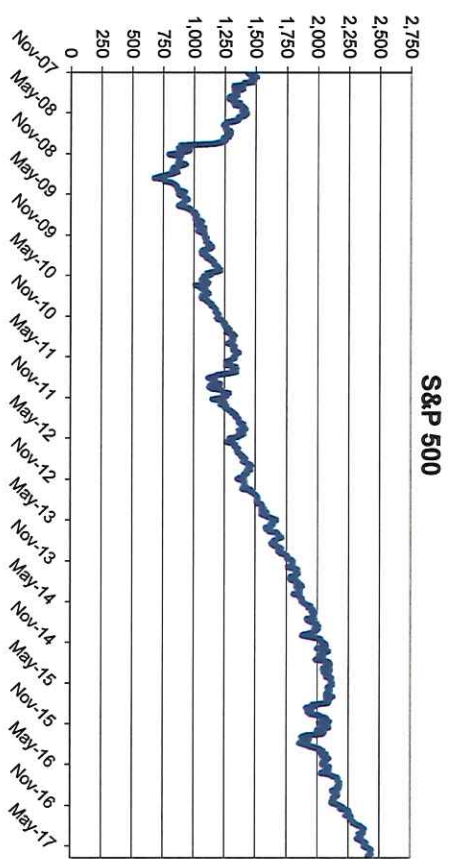
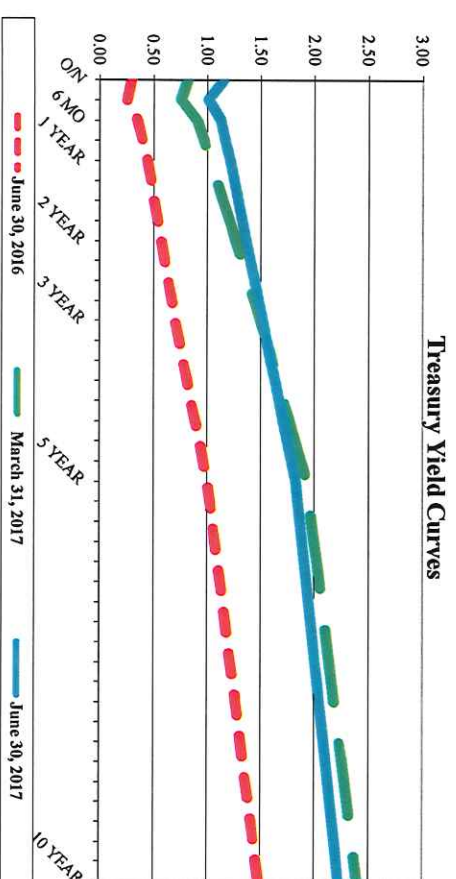
## Total Portfolio Performance



## Economic Overview

6/30/2017

The Federal Open Market Committee (FOMC) raised the Fed Funds target range to 1.00% - 1.25% (Effective Fed Funds are trading +/-1.16%) at the June FOMC meeting. The market is not confident additional increases will occur during 2017. The Fed anticipates gradually reducing its government bond holdings. Third revision 1st Quarter 2017 GDP was a increase to 1.4%. June Non-Farm Payroll increased 222k, with +47k adjustment to Apr/May. Other US data remained volatile with some negative numbers. The Stock Markets remain high. Monitoring estimated balances and needs will determine ladder opportunities.





## Legislation Details (With Text)

**File #:** ACT 17-038    **Version:** 1    **Name:**  
**Type:** Acceptance    **Status:** Agenda Ready  
**File created:** 8/10/2017    **In control:** City Council  
**On agenda:** 8/15/2017    **Final action:**  
**Title:** Acceptance of completion of the Spencerview Athletic Complex Renovation project.  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:** [TF Harper Invoice C17-08-105](#)

Date	Ver.	Action By	Action	Result
8/15/2017	1	City Council		

Acceptance of completion of the Spencerview Athletic Complex Renovation project.

Summary: The Spencerview Athletic Complex Renovation was awarded to T.F. Harper and Associates LP on April 25, 2016 in the amount of \$2,745,000.

The project has been completed. Attached is an application and certificate for payment (Invoice # C17-08-105) to close out the project. This final application and certificate for payment is for \$165,704.85 which brings the final contract price to \$2,570,821.75.

Deduct amount remaining for the Bridge and misc. concrete from the contract: \$174,178.25.

Fiscal/Budgetary Impact:

This project was funded out of the Type B sales tax funds.

Staff recommends council acceptance of the project and approval of the final application and certificate for payment (Invoice # C17-08-105).

## APPLICATION AND CERTIFICATE FOR PAYMENT

<b>TO (Owner):</b>	<b>PROJECT:</b> Spencerview Field Renovation	<b>APPLICATION NO.:</b>	Final
City of Deer Park PO Box 700 Deer Park, Texas 77536 281-478-7228	Attention: Charlie Sandberg	<b>Application Date:</b>	8/7/2017
	<b>JOB NUMBER FOR TFHA:</b> C16021	<b>Period To:</b>	8/1/2017
<b>FROM (CONTRACTOR):</b> T. F. Harper & Associates LP 103 Red Bird Lane Austin, Texas 78745-3122	<b>INVOICE NUMBER: C17-08-105</b>		
	<b>PR16-410-002</b>		

## CONTRACTOR'S APPLICATION FOR PAYMENT

## CHANGE ORDER SUMMARY

Change orders approved in previous months by Owner		ADDITIONS	DEDUCTIONS
TOTAL			
Approved this month			
Number	Date Approved		
		\$ -	-174178.25
TOTALS		\$ -	\$ (174,178.25)
Net change by Change Orders			

The undersigned contractor certifies that to the best of the contractor's knowledge, information and belief the Work covered by this Application for payment has been completed in accordance with the Scope of Work, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

T. F. Harper &amp; Associates, LP



7/7/2017

Name Date

Printed Name: Thomas F. Harper

Application is made for Payment, as shown below, in connection with the Purchase Order.

1. ORIGINAL CONTRACT SUM	\$ 2,745,000.00
2. Net change by Change Orders	\$ (174,178.25)
3. CONTRACT SUM TO DATE	\$ 2,570,821.75

4. TOTAL COMPLETED & STORED TO DATE	100%	\$ 2,570,821.75
5. RETAINAGE:		
a. 5% Of Completed Work		\$0.00

Total Retainage	\$ -
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6. TOTAL EARNED LESS RETAINAGE	\$ 2,570,821.75
--------------------------------	-----------------

7. LESS PREVIOUS CERTIFICATES FOR PAYMENT	\$ 2,405,116.90
---	-----------------

8. CURRENT PAYMENT DUE	6%	\$ 165,704.85
------------------------	----	---------------

9. BALANCE TO FINISH, PLUS RETAINAGE	\$ -
--------------------------------------	------

Approval by:

Name Date

Printed Name:

Contractor: T. F. Harper & Associates LP  
103 Red Bird Lane  
Austin, Texas 78745-3122

APPLICATION NO: Final Application Date: 8/7/2017  
Period To: 8/1/2017

**PROJECT:**  
**Spencerview Field Renovation**

		A	B	C	D	E	F	G
ITEM #	DESCRIPTION OF WORK	SCHEDULED VALUE	PRIOR BILLING	CURRENT BILLING	TOTAL TO DATE	Balance Remaining	% COMP	5% RETENTION
					B+C	A-D	D/A	D*.05
1000	General Conditions	\$201,198.00	\$ 193,900.00	\$ 7,298.00	\$ 201,198.00	\$ -	100%	\$ 10,059.90
1083	Owners Contingency	\$40,000.00	\$ 40,000.00	\$ -	\$ 40,000.00	\$ -	100%	\$ 2,000.00
2000	Demolition	\$231,983.00	\$ 231,983.00	\$ -	\$ 231,983.00	\$ -	100%	\$ 11,599.15
2220	Excavation	\$257,459.00	\$ 257,459.00	\$ -	\$ 257,459.00	\$ -	100%	\$ 12,872.95
2810	Sprinkler System	\$130,010.00	\$ 130,010.00	\$ -	\$ 130,010.00	\$ -	100%	\$ 6,500.50
2830	Fencing	\$155,742.00	\$ 145,742.00	\$ 10,000.00	\$ 155,742.00	\$ -	100%	\$ 7,787.10
3000	Concrete	\$263,560.00	\$ 263,560.00	\$ -	\$ 263,560.00	\$ -	100%	\$ 13,178.00
4000	Masonry	\$57,800.00	\$ 57,800.00	\$ -	\$ 57,800.00	\$ -	100%	\$ 2,890.00
6013	General Carpentry	\$67,286.00	\$ 67,286.00	\$ -	\$ 67,286.00	\$ -	100%	\$ 3,364.30
7400	Roofing	\$25,536.00	\$ 25,536.00	\$ -	\$ 25,536.00	\$ -	100%	\$ 1,276.80
8006	Door, Frame, Hardware	\$36,578.00	\$ 36,578.00	\$ -	\$ 36,578.00	\$ -	100%	\$ 1,828.90
9900	Painting	\$16,864.00	\$ 16,864.00	\$ -	\$ 16,864.00	\$ -	100%	\$ 843.20
10150	Specialties	\$54,672.00	\$ 54,672.00	\$ -	\$ 54,672.00	\$ -	100%	\$ 2,733.60
13000	Bleachers, Canopies, Benches, Trash	\$419,539.00	\$ 419,539.00	\$ -	\$ 419,539.00	\$ -	100%	\$ 20,976.95
13888	Bridge	\$208,964.00	\$ 12,964.00	\$ 21,821.75	\$ 34,785.75	\$ 174,178.25	17%	\$ 1,739.29
15400	Plumbing	\$75,616.00	\$ 75,616.00	\$ -	\$ 75,616.00	\$ -	100%	\$ 3,780.80
15500	HVAC	\$45,595.00	\$ 45,595.00	\$ -	\$ 45,595.00	\$ -	100%	\$ 2,279.75
16000	Electrical	\$91,098.00	\$ 91,098.00	\$ -	\$ 91,098.00	\$ -	100%	\$ 4,554.90
16021	Field Light	\$365,500.00	\$ 365,500.00	\$ -	\$ 365,500.00	\$ -	100%	\$ 18,275.00
	TOTAL	\$2,745,000.00	\$ 2,531,702.00	\$ 39,119.75	\$ 2,570,821.75	\$ 174,178.25	94%	\$ 128,541.09

Owner  
Contingency

Total Amount                      \$40,000.00  
Amount Used

2/23/2017	1	\$35,575.00	Supplement Drainage Costs
5/15/2017	2	\$4,425.00	Part of dirt haul cost
Date	3		



## Legislation Details (With Text)

**File #:** AUT 17-082    **Version:** 1    **Name:**  
**Type:** Authorization    **Status:** Agenda Ready  
**File created:** 8/10/2017    **In control:** City Council  
**On agenda:** 8/15/2017    **Final action:**  
**Title:** Authorization to seek bids for mowing services on East Blvd.  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:** [8.8.17 RFB MOWING Maintnace Services - EAST](#)

Date	Ver.	Action By	Action	Result
8/15/2017	1	City Council		

Authorization to seek bids for mowing services on East Blvd.

Seeking bidders to complete the mowing and edging on specified medians, entrances, right of ways and additional maintenance services for East Blvd.

Contract will be funded by the FY 2017-18 general fund. The FY 2017-18 budget included an amount of \$75,000 in the Public Works general fund and \$20,000 in the Parks & Recreation general fund. This will be an annual contract.

Authorize to seek bids for the annual East Blvd mowing services contract for 2017-18.

# Mowing Service for City of Deer Park

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## **CITY OF DEER PARK** **SOLICITATION OVERVIEW**

### The City of Deer Park is soliciting bid for:

Title: Mowing Services for the City of Deer Park – East Blvd.  
Commodity: Parks and Recreation/ Public Works  
Due Date: **September 19, 2017**  
Location: City Secretary Office at City Hall  
710 E. San Augustine  
Deer Park, Texas 77536-4258

### Project Description

The City of Deer Park is seeking bidders via these specifications for the process necessary to complete the mowing and edging on the below specified medians, entrances and right of ways, and additional maintenance services in Deer Park, Texas 77536.

### General Conditions

- A. Bids received after the date and time specified on the Request for Bid packet shall be returned unopened and will be considered void and unacceptable. The City of Deer Park is not responsible for lateness of mail carrier, etc., and time/date stamp in the office of the City Secretary shall be the official time of receipt.
- B. Bids cannot be altered or amended after closing date. Alterations made before closing must be initialed by bidder guaranteeing authenticity. Bids may not be withdrawn after bid closing date except in the case of a bonafide substantial error.
- C. Bids will be received and publicly acknowledged at the location, date and time identified in the Bid packet. Bidders, their representative and interested persons may be present. The bids received will be publicly opened and read aloud. Bids shall remain effective for a period of one hundred and twenty (120) days from the date and time identified in the Bid packet.
- D. By submitting a bid, the bidder certifies that (s)he has fully read and understands the Request for Bid packet and has full knowledge of the scope, quantity and quality of the services to be furnished and intends to adhere to the provisions described or modified herein.
- E. The bidder shall furnish any additional information as the City of Deer Park may require. The City reserves the right to make investigations of the qualifications of the bidder, as it deems appropriate.
- F. Bidders must be able to adhere to all provisions of the enclosed contract.
- G. No oral statement of any person shall modify or otherwise change, or affect the terms, conditions or specifications stated in the resulting contract.
- H. Bidders are advised that all City contracts are subject to all legal requirements provided in the City Charter and/or applicable City Ordinance, State and Federal Statutes.
- I. All reports, drawings and other deliverables prepared under this Contract by the successful bidder shall be and remain the property of the City upon City's compensation of the successful bidder for its services as herein provided. Successful bidder shall not release to others information furnished by the City without prior approval of the Purchasing Manager.
- J. Any bid that does not contain all of the information requested in the Bid packet may be considered as incomplete and may be rejected by the City of Deer Park.

## Mowing Service for City of Deer Park

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K. Bids must be signed by an officer of the firm who is authorized to bind the firm.

### Required Bidder Pre-Bid Meeting

There will be a required pre-bid meeting on **Tuesday, September 12, 2017 at 2:00 p.m.** Central Standard Time. The meeting will be held in Room 12 in the Community Center, which is located at 610 E. San Augustine in Deer Park.

If you are considering responding to this bid, you must attend the pre-bid meeting. *(Please RSVP by **September 8, 2017** to the Parks and Recreation Director listed below to indicate the number of people that will be attending from your firm.)*

### Timetable

Responses to this bid are due and must be received at the City of Deer Park, 710 E San Augustine St, Deer Park, Texas 77536-4258, no later than **2:00 p.m., Central Standard Time, on September 19, 2017**. Responses are to be addressed to the attention of City Secretary, City of Deer Park.

The following tentative schedule has been established for this Request for Bids.

REQUEST FOR BID release	August 21, 2017
Deadline to RSVP to Pre-Bid Meeting	September 8, 2017
Required Pre-Bid Meeting	September 12, 2017
Deadline for submitting questions	September 15, 2017
Bids due	September 19, 2017
Recommendation for approval	October 3, 2017
Contract start date	October 16, 2017

### Submittals:

The following instructions describe the form in which bids must be presented. Bid documents must be prepared simply, economically, and provide a straight-forward, concise response to the requirements of the Request for Bid packet. Completeness and clarity of content must be emphasized. The requirements stated do not preclude bidders from furnishing additional reports, functions, or other information as deemed appropriate. Five (5) originals and One (1) digital copy shall be submitted.

### Public Bid Opening:

There will be a public bid opening in the City Council Chambers at City Hall immediately following the bid due time/date. Interested parties are invited to attend.

## Mowing Service for City of Deer Park

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### Written Questions:

Questions may be submitted through the Director of Parks and Recreation, Charlie Sandberg , [csandberg@deerparktx.org](mailto:csandberg@deerparktx.org) .

Questions of a substantial nature will be addressed in an addendum, posted on the City's Purchasing Web page for all interested parties.

DRAFT

# Mowing Service for City of Deer Park

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# Mowing Service for City of Deer Park

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## SPECIFICATIONS

### SECTION I: Bid Intent

#### Premises

The City of Deer Park is seeking bids for the process necessary to complete the mowing and edging on the below specified medians, entrances and right of ways, and additional maintenance services in Deer Park, Texas 77536.

#### Contract Length

The annual contract period shall run concurrent with the City of Deer Park's fiscal year of October 1 through September 30. The City of Deer Park will then have the option to renew the contract with the current vendor for an additional year of service. This option may be exercised for up to three (3) concurrent years. This option will be reviewed on July 1<sup>st</sup> of each year. After September 2018 of the contract, price adjustments may be made, however adjustments will not exceed the Houston Area Consumer Price Index for those services. The City of Deer Park reserves the right to not exercise this option after the initial contract year is completed. If at any time during the contract term the vendor does not meet the requirements specified herein, the City shall have the right to cancel the contract with thirty (30) days written notice. The vendor may give a 90-day notice to terminate the contract.

#### Schedules

The proposed minimum required mowing schedule is included on pages 6-8 in this package; however, additional work may need to be completed as required.

#### General Standards

Park Operations Supervisor or designee will monitor the quality of work provided by the contractor's staff and will immediately report to the successful Contractor if the standards are not met. The successful Contractor will then have one business day to take corrective action in a manner deemed satisfactory to the Park Operations Supervisor.

Contractor is responsible for appointing or selecting a designated representative to serve as spokesperson or point of contact on behalf of the contractor. The Contractor agrees to notify the Park Operations Supervisor of any changes associated with the designated representative (i.e. contact information, representative change, etc.) in a timely manner not to exceed five (5) business days.

Contractor's employees are not to be accompanied in their work area by acquaintances, family members, assistants, or any other person unless said person is an authorized employee of the Contractor and has met the requirements as established in these specifications.

## Mowing Service for City of Deer Park

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### **Staff and Employees of the Contractor**

Contractor shall provide supervision of all work crews at all times while performing work under this agreement. Personal supervision is not required provided that equipment or other means are provided that enable the work crew to communicate with the Contractor at all times.

The Contractor's job supervisor and additional personnel as deemed necessary must be fluent in the English language. There is to be, at a minimum, one (1) person on each shift on site, who can speak, read and write English.

Contractor shall be solely responsible for any injuries to Contractor's personnel while servicing the medians, entrances and right of ways under this contract.

Contractor is responsible for appointing or selecting a designated representative to serve as spokesperson or point of contact on behalf of the contractor. The Contractor agrees to notify the Park Operations Supervisor of any changes associated with the designated representative (i.e. Contact information, representative change, etc.) in a timely manner not to exceed five (5) business days.

### **Uniforms**

Contractor will provide uniforms for staff that project a professional image including appropriate footwear. Uniforms shall be neat in appearance, no holes, stains, etc. In addition, Contractor shall provide their employees with all necessary safety equipment (i.e. safety vest, glasses, ear plugs, etc.) and insure that they are practicing safe work environment habits.

### **Equipment**

Contractor warrants that all such equipment for servicing medians, entrances and right of ways are adequate for the work. Mowing equipment shall be equipped with sharp blades so it does not tear, but cleanly cut the blades of grass. Additionally, the Contractor shall maintain or have immediate access to adequate backup equipment in order to sustain continuous operations in the event of equipment failure. The use of insufficient and / or inadequate machinery or equipment as determined by the Park Operations Supervisor shall be deemed a breach of the contract.

Contractor shall be responsible for all damages to his equipment during the course of this agreement. The City reserves the right to condemn Contractor's equipment, if said equipment is judged to be unsafe for use, posing a health and/or safety matter, or is otherwise working improperly.

Any damage incurred to City of Deer Park's property by the Contractor's staff will be repaired by the Contractor. All costs associated with repair will be the Contractor's responsibility.

### **Work Schedule**

This contract requires, as a minimum, the following work schedule:

The Contractor will be held to mowing and edging on weekdays agreed upon both the contractor and City of Deer Park. It is recommended that mowing services of Area "D.1" and Area "D.2" be completed on the same day. Rain out days will be followed by the next available day on all areas.

## Mowing Service for City of Deer Park

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The following schedule will be observed:

- Area “D.1” - Weekly March – October (Bi-Monthly November-February)
- Area “D.2” - Weekly March – October (Bi-Monthly November-February)

### SECTION II: Designated Mowing and Service Areas

#### Area “D.1”

- Medians on East Blvd.
- Stormwater drain inlets on East Blvd.

#### Area “D.2”

- Right-of-ways along the side of East Blvd.
- Right-of-ways along the side of East “X” Street.
- Right-of-ways along Aaron Street.
- Stormwater drain inlets on East Blvd.

### Section III: Mowing Duties and Requirements

**Mowing** - The grass within Area “D.1” and Area “D.2” shall be maintained / mowed to an approximate height of one and one-half (1 ½) to two (2) inches weekly during the specified mowing schedule. A mowed area shall be free of clumped grass and deep tire tracks or ruts from mowing equipment. Turf shall be cut in a professional manner being no scalp turf or leaving the area with clippings on any paved surfaces such as streets, parking lots, sidewalks, driveways and or on an adjacent property. Grass clippings are to not be blown into mulched areas such as flower beds and tree rings. Contractor is responsible for making sure that all grass clippings are either blown back into the median or manually raked up and removed from the aforementioned paved areas.

**Weedeating and Edging** – For Area “D.1” and Area “D.2”, all curbs, trees, shrubs, rock beds or signs in medians, entrances and right of ways must be mechanically edged to a one inch depth and one-fourth inch width where they exist using a metal blade exposing the concrete surface of curb areas. The initial edging shall be completed by the end of the first maintenance cycle and all edges must be maintained through the duration of the contract. Edging may be accomplished with a string line trimmer after the first initial mechanically edge cut. Edging shall be completed at the same time as the mowing so removal of debris from both operations can be removed at one time.

For all areas, all curbs, trees, shrubs, ends of medians, expansion joints, man holes, road barriers, fence lines or signs in medians, entrances and right of ways must be mechanically trimmed with a string trimmer. Trees shall be trimmed around and up to the base. If a mulch ring is present around the tree, trimming must be completed up to the ring and inside the mulch so the area is free of weeds. Contractor is to use utmost care when using a string trimmer or other machinery around privately owned fences. The City of Deer Park is not responsible for damages to private property. Any damage to private property due to Contractor operations will be the sole responsibility of the contractor.

## Mowing Service for City of Deer Park

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Contractor is responsible for making sure that all grass clippings are either blown back into the median or manually raked up and removed from the aforementioned paved areas. Grass clippings are not to be blown in to any stormwater inlets.

**Using Chemicals for Weed control** – For Area “D.1” and parts of Area “D.2”, including but not limited to, curbs, rock beds, drain inlets, left hand turn lanes, expansion joints, and around signs in medians, entrances and right of ways; chemical weed control may be used. Prior to first application, the Contractor will meet with the Park Operations Supervisor to review all areas requiring chemical application. The use of chemical control must be utilized with care so as not to damage turf areas. The areas of chemical control must not exceed areas larger than six (6) inches around any sign posts, monument signs, curbs, and inlets. At no time is the contractor allowed to spray trees rings or beautification beds. The use of identification dye is not permitted unless prior permission is obtained.

Contractor must possess a valid Texas Department of Agriculture Pesticide Applicator License. A copy of this license must be furnished to the City of Deer Park within thirty (30) days of the start of the contract. The contractor is responsible for keeping accurate and up to date MSDS sheets and Texas Department of Agriculture spraying records. The City of Deer Park reserves the right to request and audit these records at any time upon written request. Contractor is responsible for abiding by any and all restrictions associated with this license. This includes, but is not limited to chemical purchase, chemical selection, proper employee training and supervision, chemical clean up procedures, etc. Contractor must contact the City of Deer Park and gain approval of selected chemicals prior to usage on any areas.

**Litter Removal** – For all areas, contractor will pick up all litter and debris throughout the medians, entrances and right of ways prior to mowing or performing any work. Contractor shall remove all litter and place in contractor’s receptacle. Removal and disposal of litter and debris shall be the sole responsibility of the contractor. For all areas, contractor will pick up all litter and debris four (4) inches or larger throughout the entrances and right of ways prior to mowing or performing any work. Contractor shall remove all collected litter and debris and place in contractor’s receptacle. Removal and disposal of litter and debris shall be the sole responsibility of the contractor. Contractor also agrees that they shall be responsible for any and/or all landfill fees, if any, associated with the disposal of the litter and debris. Any litter, cut or broken during maintenance operations, shall be completely removed from the medians, entrances and right of ways immediately and prior to proceeding with the mowing.

# Mowing Service for City of Deer Park

## Section V: Bid Pricing

### Inclusive Pricing

Bidder pricing is to include all expenses, fees and charges related to the delivery of the specified goods or services. The City will not pay any additional charges other than the bid price. Bidder has the option of bidding on all or selected areas and alternates.

I, \_\_\_\_\_, (Company) have reviewed the bid specifications and proposed contract with the City of Deer Park.

I herein agree to abide by the terms of the Bid Specifications and herein submit the attached bid.  
SIGNED on this the \_\_\_\_\_ day of \_\_\_\_\_, 2017.

#### Area "D.1"

Medians on East Blvd.  
Stormwater drain inlets on East Blvd.

Each  
\_\_\_\_\_  
Each

#### Area "D.2"

Right-of-ways along the side of East Blvd.  
Right-of-ways along the side of East "X" Street.  
Right-of-ways along Aaron Street.  
Stormwater drain inlets on East Blvd.

Each  
\_\_\_\_\_  
Each

Discount for awarding entire bid:

**GRAND ANNUAL TOTAL**

(Sum of Area "D.1" + "D.2" – Discount = Totals)

It is understood and agreed that the above described, item, material and / or equipment, or service shall carry the standard warranty of the manufacturer or provider and be delivered on site in accordance with the attached specifications.

## Mowing Service for City of Deer Park

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### **Mandatory Pre-Bid Meeting**

There will be a Pre-Bid meeting on Tuesday, September 12, 2017 at 2:00 p.m. Central Standard Time. The meeting will be held at the Room 10 in the Community Center, which is located at 610 E. San Augustine in Deer Park.

MANDATORY PRE-BID MEETING WILL BE HELD AT THE DEER PARK COMMUNITY CENTER, ROOM 10 AND IS REQUIRED TO PARTICIPATE IN THIS BID!

Did bidder attend? Yes \_\_\_\_\_, NO \_\_\_\_\_.

---

The undersigned certifies that the bid price contained in the foregoing bid has been carefully checked and is submitted in duplicate.

---

Business Mailing Address

---

Authorized Representative's Signature Name

---

City, State, and Zip Code

---

Authorized Representative's Printed Name

---

Telephone

---

Date

# Mowing Service for City of Deer Park

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## SUMMARY RESPONSE PAGE

### Mowing Service for the City of Deer Park Municipal Buildings

**COMPLETE LEGAL NAME** of firm submitting bid:

\_\_\_\_\_

Mailing Address: \_\_\_\_\_

City, State, & Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ E-mail Contact: \_\_\_\_\_

GRAND ANNUAL TOTAL of bid from Proposed Pricing \$ \_\_\_\_\_

Are you offering a discount? ☐ Yes ☐ No if so, please indicate discount \_\_\_\_\_

Authorized Signature \_\_\_\_\_ Date \_\_\_\_\_

Signature indicates bidder accepts the specifications, terms and conditions of this solicitation and that bidder is neither delinquent on any payment due the City nor involved in any lawsuit against the City.

Print Name \_\_\_\_\_ Title \_\_\_\_\_

**Are you proposing as a**

\_\_\_\_\_ Corporation

\_\_\_\_\_ Non-Profit Corporation

\_\_\_\_\_ Limited Liability Company

\_\_\_\_\_ Partnership

\_\_\_\_\_ Individual or Sole Proprietor

**M/WBE:** If you are a minority-owned or woman-owned business, please check which type and list any certification number \_\_\_\_\_ Black \_\_\_\_\_ Hispanic \_\_\_\_\_ Asia-India \_\_\_\_\_ Asia-Pacific \_\_\_\_\_ Native American \_\_\_\_\_ Woman-Owned Certification # \_\_\_\_\_

### **REFERENCES:**

This solicitation requires references. Please attach to this page a list of five (5) references either currently doing business with you or having purchased goods or services within the past 24 months. For each reference list name, contact person, address, telephone, and e-mail address, years doing business with reference and any other pertinent information to help the City of Deer Park verify the quality of goods or services your firm provides.

# Mowing Service for City of Deer Park

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## STANDARD TERMS AND CONDITIONS

### 1. Application

These standard terms and conditions shall apply to all City of Deer Park (hereafter "City") solicitations and procurements, unless specifically accepted in the solicitation specifications.

### 2. Requirements

By submitting a bid, the respondent agrees to provide the City with the specified goods or services described in the solicitation in accordance with these standard terms and conditions at the agreed upon bid price and in compliance with the stated specifications and any subsequent addendums issued prior to the date of the bid opening.

### 3. Legal Compliance

Bidder must comply with all Federal, State and Local laws, statutes, ordinances, regulations and standards in effect at the time of delivery of goods and services. Bidder must maintain any and all required licenses and certificates required under the same laws, statutes, ordinances, regulations and standards for services and/or goods provided in response to this solicitation.

### 4. Estimated Quantities

If the solicitation calls for unit pricing on specific items, the quantities described for each item are estimates only and not guaranteed amounts. The actual amount ordered over the contract period may be more or less than the estimate. Quantities represent the City's best estimate based on past history and anticipated purchases.

### 5. Modifications and Addendums

The City shall have the right to modify any of the solicitation documents prior to submission deadline and will endeavor to notify potential bidders but failure to notify shall impose no liability or obligation on the City. All modifications and addendums must be in written form prepared by the City department issuing the solicitation. Bidders are responsible for incorporating any and all modifications and addendums into their bid responses.

### 6. Interpretation of Solicitation Documents

The City is the final judge of the meaning of any word(s) sentences, paragraphs or other parts of the solicitation documents. Bidders are encouraged to seek clarification, before submitting a bid, of any portion of the bid documents that appears to be ambiguous, unclear, inconsistent or otherwise in error. Clarifications will be in writing.

### 7. Late Bid

Bids must be received in the City's Secretary's Office by the time specified in the solicitation. The City will not accept late bids and is not responsible for the lateness or non-delivery of bids by the Postal Service or any private delivery firm. The time/date stamp in the City Secretary's Office shall be the official time of receipt.

## Mowing Service for City of Deer Park

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### 8. Conditional Bids

The City will not accept conditional bids which qualify the bid's response in any way.

### 9. Minor Irregularities

The City reserves the right to waive any minor irregularities that do not materially affect the scope or pricing of submitted Bids.

### 10. Responsiveness of Bids

The City wants to receive competitive bids but will declare "non-responsive" bids that fail to meet significant requirements outlined in the solicitation documents.

### 11. Discrepancies and Errors

In the case of a discrepancy between the unit price and the extended total for a bid item, the unit price will prevail. The unit prices of bids that have been opened may not be changed for the purpose of correcting an error in the bid price.

### 12. Identical Bids

In the event two or more identical bids are received and are lowest, responsible and responsive, award will be made as prescribed in the Texas Local Government Code, Chapter 271.901.

### 13. Withdrawal of Bids

Bidders may withdraw any submitted bids prior to the bid submission deadline. Bidders may not withdraw once the bid has been publicly opened without the approval of the City's purchasing manager. Bidder will be allowed to withdraw bids that contain substantial mathematical errors in extension.

### 14. Disqualification of Bid

The City may disqualify bidders, and their bids not be considered, for any of the following reasons: collusion among bids; bid's default on an existing or previous contract with the City, including failure to deliver goods and/or services of the quality and price bid; bidder's lack of financial stability; any factor concerning the bidder's inability to provide the quantity, quality, and timeliness of services or goods specified in the solicitation; bidder's involved in a current or pending lawsuit with City; bidder's attempt to influence the outcome of the solicitation through unauthorized contact with City officials outside of those listed in the solicitation documents.

### 15. Cost of Bid

The cost of submitting bid shall be borne by the bidder, and the City will not be liable for any costs incurred by a bidder responding to this solicitation.

### 16. Inclusive Pricing

Bid pricing is to include all expenses, fees and charges related to the delivery of the specified goods or services. The City will not pay any additional charges other than the bid price unless requested by the City on the bid response sheet.

## Mowing Service for City of Deer Park

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### 17. Firm Prices

Unless otherwise stated in the specifications, bidder's prices remain firm for 120 days from date of bid opening and, upon award, remain in effect for the contract period specified in the solicitation. If formal award has not occurred within 120 days of bid opening, the vendor and the City may mutually agree to extend the firm price period.

### 20. Delivery and Acceptance

The City will receive only those goods as authorized by City purchase order. Bidder warrants that all deliveries relating to this solicitation be of the type and quality specified by the City. The City may refuse or reject any delivery failing to meet specifications and shall not be held to have accepted any delivery until after it has made an inspection of same. The City is the final judge as to acceptability of goods under this solicitation.

### 21. Failure to Deliver

If a bidder is unable to deliver the quantity or quality of specified goods, or is unable to deliver goods within a time period when included in the specifications, the City shall be authorized to purchase from any other available source, consistent with State of Texas procurement statutes, at the expense of the Bidder.

### 22. MSDS

Bidders must submit Material Safety Data Sheets for any hazardous chemical quoted or supplied under this solicitation.

### 23. Taxpayer Identification

Bidders must provide the City with a current W-9 "Request for Taxpayer Identification and Certification" before goods or services can be procured from the bidder.

### 24. Taxes

The City is exempt from all federal excise taxes and all state and local sales and use taxes. If such taxes are listed on a bidder's invoice, they will not be paid. Additionally, Bidders cannot use the City's tax exemption status to purchase goods or services related to this solicitation.

### 25. Payment

Payment will be made after receipt of all invoiced services. Bidder will be paid within thirty days of date invoice is received or date services are performed, whichever is later. Additional discount may be taken by the City based on the Summary Response Page. The discount date begins with the date the invoice is received or the date all items covered by the invoice is received, whichever is later. Bidder is entitled to interest, at a rate stipulated by state law, if payment is not made within thirty days.

### 26. Outstanding Liabilities

Bidders shall not have outstanding, unpaid liabilities owed to the City. Liabilities may include, but are not limited to, property taxes, hotel occupancy taxes, license or permit fees, and water bills. Bids will be considered non-responsible and not given further consideration if submitted by a bidder with such outstanding liabilities.

## Mowing Service for City of Deer Park

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### 27. Offset

The City may, at its option, offset any amounts due and payable under a contract award under this solicitation against any debt lawfully due the City from a vendor, whether or not the amount due arises pursuant to the terms of the contract and whether or not the debt has been reduced to judgment by a court.

### 28. Independent Contractors

It is expressly agreed and understood by both parties that the City is contracting with the successful bidder as an independent contractor. The City shall not be liable for any claims which may be asserted by any third party occurring in connection with services performed by the successful bidder, and the successful bidder has no authority to bind the City.

### 30. Warranties

Bidder warrants that any and all goods delivered are newly manufactured, free from defects in materials and workmanship and conform in every respect to the City's specifications. Goods are warranted for one year from date of acceptance by the City, following delivery and inspection. If at any time during the twelve months following acceptance of the goods, said goods fail to perform their intended purpose or are discovered to be defective on nonconforming to the City's specifications, the bidder will replace the goods at no cost to the City, including any delivery or installation costs. This warranty shall be unconditional. If a manufacturer of goods or of component parts of goods provides a warranty longer than the period provided for herein, the provisions of this warranty shall not be construed to diminish or conflict with the manufacturer's warranty.

### 31. Governing Law

All bids submitted in response to this solicitation and any resulting contract shall be governed by, and construed in accordance with, the charter and ordinances of the City of Deer Park and the laws and court decisions of the City of Deer Park, Harris County, and the State of Texas

### 32. Controlling Document

In the case of a discrepancy between this solicitation and the formal contract, the formal contract will prevail and control.

### 33. Assignment

Bidder shall not assign, transfer, or pledge a contract awarded under this solicitation, in whole or in part, without the prior written consent of the City's purchasing manager. Assignment of this contract, if approved by the City, shall not relieve the bidder's obligations under the contract. Approval by the City of one assignment shall not constitute approval of any future assignment of the contract.

### 34. Termination

If an awarded bidder fails in any manner to fully perform each and all of the terms, conditions and covenants of a contract awarded by this solicitation, (s)he shall be in default and notice of default shall be given to the proposed by the City's purchasing manager. In the event that the contractor continues in default for a period of seven (7) days after receipt of the above-mentioned notice of default, the City may terminate or cancel the contract. The City may also cancel a contract for convenience and without cause with thirty (30)

## Mowing Service for City of Deer Park

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days' notice. In any cancellation of contract, the City will pay the bidder for all goods received and accepted and for all services provided and accepted up to and including the date of termination.

### 35. Indemnification

Bidder shall defend, indemnify, and hold harmless the City of Deer Park, its officers, agents, employees, appointees and volunteers against any and all claims, lawsuits, judgments, costs and expenses for personal injury (including death), property damage or other harm for which recovery of damages is sought, suffered by any person or persons, that may arise out of or be occasioned by bidder's breach of any of the terms or provisions of any contract awarded as a result of this solicitation, or by any negligent or strictly liable act or omission of the bidder, its officers, agents, employees, or subcontractors, in the performance of an awarded contract; except that the indemnity provided for in this paragraph shall not apply to any liability resulting from the sole negligence or fault of the City, its officers, agents or employees, and in the event of joint and concurrent negligence or fault of the bidder and City, responsibility and indemnity, if any, shall be apportioned comparatively in accordance with the laws of the State of Texas, without waiving any governmental immunity available to the City under Texas law and without waiving any defenses of the parties under Texas law. The provisions of this paragraph are solely for the benefit of the parties hereto and are not intended to create or grant any rights, contractual or otherwise, to any other person or entity.

### 36. Venue

The obligations of all parties under a contract awarded through this solicitation are performed in Harris County, Texas and if legal action is necessary to enforce same, exclusive venue shall be within Harris County, Texas.

### 37. Funding

State of Texas statutes prohibit the obligation and expenditure of public funds beyond the fiscal year for which a budget has been approved. Orders or other obligations that may arise beyond the end of the current fiscal year shall be subject to approval of budget funds.

### 39. Open Records

Bid pricing is not considered confidential and is open to public inspection. Trade secrets and other material considered confidential by the bidder should be clearly marked as such. If a request is made under the Texas Open Records Act to inspect information designated as a trade secret or confidential in a bid, the City will forward the appropriate documents to the Attorney General of Texas who will contact the bidder to request sufficient written reasons as to why the information should be protected from disclosure. Upon review of the bidder's response, the Attorney General will make a determination as to the confidentiality of the requested material(s), or lack thereof, and the City will respond accordingly.

# Mowing Service for City of Deer Park

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## GENERAL INSTRUCTIONS TO BIDDERS Attachment A

### 1. Securing Specifications

Free specifications may be downloaded from the Purchasing page of the City's Web site, [www.deerparktx.gov](http://www.deerparktx.gov). The City of Deer Park does not charge for specifications. If a third-party offers specifications or bid information for a fee, they do not represent the City.

### 2. Submission of Bids/Late Bids

Bid pricing must be in US dollars and cents, unless a "percentage off" is requested. Bidders are to provide enough information with their bid to constitute a definite, firm, unqualified and unconditional offer. Bids are to be submitted in a sealed envelope or package and labeled with the bidder's name and the solicitation name & number. All bids must be submitted to the City of Deer Park Purchasing Division no later than the date and time indicated in the solicitation. All times listed are local times. It is the bidder's responsibility to ensure that bids are delivered/received by the specified time. Late bids will not be accepted and will be returned unopened.

### 3. Legal Name of Bidder

In completing the Summary Response Page, the bidder must list the legal name of the bidder's company. This is the name that will be on all contracts, awards, and purchase orders. The Summary Response Page also requires a statement as to the legal status of the bidder (corporation, partnership, sole proprietorship, etc.). The Summary Response Page should be the first document in the bidder's response.

### 4. Signature

The signature on the Summary Response Page must be in ink and from an individual with the authority to commit the company to the prices bid and terms stated.

### 5. Altered Bids

Any alterations, erasures or strikethroughs made by the bidder prior to submission of the bids must be initialed by the bidder to guarantee authenticity.

### 6. Payment Terms, Discount & Type of Payment

Bidder may express the method(s) in which he or she wishes to receive payment. If invoice states a payment term discount offer, the City will take advantage of this discount and payment will be made accordingly.

### 7. References

References are requested. The Summary Response, Page 20, will indicate how many references and what other conditions may apply to the references. Bidder will attach a separate page with the requested references.

## Mowing Service for City of Deer Park

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### 8. Conflict of Interest

Bidders should review the instructions on conflict of interest (Attachment E). Bidders are to complete and submit the Conflict of Interest form (Attachment E), when a conflict of interest exists.

### 9. Addendums

It is the bidder's responsibility to alter his bid response based on information updated in one or more addendums to the solicitation. Addendums will be posted on the Purchasing solicitation page of the City's Web site at least four days before the bid due date. Efforts will be made to ensure that bidders receive notice of addendums, but the ultimate responsibility rests with the bidder.

### 10. Exceptions

If a bidder takes exception to any part of the specifications or solicitation documents, such exception must be requested in writing, to the Purchasing agent/manager listed in the solicitation, at least six business days before the bid due date or within 24 hours of a pre-bid meeting, whichever is earlier. Approved exceptions will be included in an addendum.

### 11. Checklist

A bidder's checklist (Attachment C) is included with the solicitation package. The checklist is an aid to the bidder in knowing which documents to submit.

# Mowing Service for City of Deer Park

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## **SPECIAL INSTRUCTIONS TO BIDDERS** **Attachment B**

### **1. Proposing Process/Contact Information**

The City of Deer Park is aware of the time and effort bidders spend in preparing and submitting bids. We will work with you to make the process as easy as possible. If you have questions or concerns about the proposing process, please contact:

Tracy McBride, Purchasing Coordinator  
tpeterson@deerparktx.org  
(281) 478-7228

### **2. Method of Award**

Based on the criteria identified above the City of Deer Park reserves the right, at its sole discretion, to accept the bid which it considers most favorable to the City's interest.

The City of Deer Park reserves the right to require formal presentations by any or all bidders regarding their bid. Any costs associated with a presentation shall be the responsibility of the bidder.

The City of Deer Park reserves the right to accept or reject any qualified bids, to reject any and all bids and to waive minor informalities.

### **3. Public Bid Opening**

A public bid opening will be held at City Hall, 710 East San Augustine, Deer Park, TX 77536 in the City Council Chambers

### **4. Insurance Requirements**

This solicitation has insurance requirements. Please review the requirements with your insurance agent and submit insurance affidavit (Attachment F) with your bid.

### **5. Required Contract**

This solicitation requires a signed contract prior to award.

## Mowing Service for City of Deer Park

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### CHECKLIST FOR BIDS Attachment C

#### Documents to be submitted in response to this request for bid (REQUEST FOR BID)

- \_\_\_\_\_ **BID PRICING PAGE:** All lines completed
- \_\_\_\_\_ **BID RESPONSE:** Completed Summary Response Page
- \_\_\_\_\_ **DUE DATE** (Bid must be received & stamped in City Secretary's Office no later than **2:00 PM on September 19, 2017**)

***Bids failing to comply with the above will be deemed non-responsive.***

**These items are to be submitted with your response; however, if a document is inadvertently omitted, it must be received before award recommendation.**

- \_\_\_\_\_ **Five (5) ADDITIONAL HARD COPY AND ONE (1) PDF DIGITAL COPY OF BID**
- \_\_\_\_\_ **CONFLICT OF INTEREST STATEMENT** (If applicable) (Attachment E)
- \_\_\_\_\_ **OPERATIONAL PLAN** (As requested on the Summary Response Page)
- \_\_\_\_\_ **REFERENCES** (As requested on the Summary Response Page)
- \_\_\_\_\_ **INSURANCE AFFIDAVIT** (Attachment F)
- \_\_\_\_\_ **INDEMNIFICATION BY CONTRACTOR** (Attachment G)
- \_\_\_\_\_ **CONTRACTOR'S CERTIFICATION OF WORKERS' COMPENSATION** (Attachment H)
- \_\_\_\_\_ **STANDARD CONTRACT AND ACKNOWLEDGMENT** (Attachment J or K)
- \_\_\_\_\_ **STANDARD CONTRACT FOR SERVICES** (Attachment L)
- \_\_\_\_\_ **PARTNERSHIP ACKNOWLEDGMENT** (If applicable) (Attachment M)

## Mowing Service for City of Deer Park

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### **INSTRUCTIONS FOR CONFLICT OF INTEREST QUESTIONNAIRE Attachment D**

1. If you have a conflict of interest in doing business with the City of Deer Park, use Attachment E, Conflict of Interest questionnaire, conflicts of interest are addressed in Texas Local Government Code, Chapter 176.
2. You may consult your attorney on questions arising from the reading of Texas Local Government Code, Chapter 176, and you may contact the Texas Ethics Commission at 512-463-5800 or 800-325-8506.
3. If you complete Attachment E, Conflict of Interest questionnaire:
  - Put the name of bidder and name of company in block #1.
  - If any person employed by bidder or bidder's company has any known business conflicts, other than previous contracts awarded through a competitive proposing process, or has an existing relationship with any employee of the City of Deer Park, list that information in blocks #3, #4 and/or #5 as appropriate.
  - Sign in block #6.
4. Listings of City elected officials and local government officers may be found on the City's Web site: [www.deerparktx.gov](http://www.deerparktx.gov).
5. A person failing to file a Conflict of Interest questionnaire, when required by Local Government Code, Chapter 176, commits a Class C misdemeanor.

## Mowing Service for City of Deer Park

### Attachment E

### CONFLICT OF INTEREST QUESTIONNAIRE FORM CIQ

#### For vendor or other person doing business with local governmental entity

This questionnaire is being filed in accordance with chapter 176 of the Local Government Code by a person doing business with the governmental entity.

By law this questionnaire must be filed with the records administrator of the local government not later than the 7th business day after the date the person becomes aware of facts that require the statement to be filed. See Section 176.006, Local Government Code.

A person commits an offense if the person violates Section 176.006, Local Government Code. An offense under this section is a Class C misdemeanor.

Date Received

1

2

3

4

#### OFFICE USE ONLY

Name of person doing business with local governmental entity.

☐ Check this box if you are filing an update to a previously filed questionnaire.

(The law requires that you file an updated completed questionnaire with the appropriate filing authority not later than September 1 of the year for which an activity described in Section 176.006(a), Local Government Code, is pending and not later than the 7th business day after the date the originally filed questionnaire becomes incomplete or inaccurate.)

Name each employee or contractor of the local governmental entity who makes recommendations to a local government officer of the governmental entity with respect to expenditures of money AND describe the affiliation or business relationship.

Name each local government officer who appoints or employs local government officers of the governmental entity for which this questionnaire is filed AND describe the affiliation or business relationship.

## Mowing Service for City of Deer Park

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### **AFFIDAVIT FOR INSURANCE REQUIREMENTS** **Attachment F**

#### **To Be Completed By Insurance Agent/Broker and Bidder**

**Section 1** I, the undersigned Agent/Broker, reviewed the insurance requirements. If the Bidder listed below is awarded a contract by the City of Deer Park for this Request for Bid, I will furnish the City, within fifteen calendar days of notification of award, an insurance certificate and Declaration Page with Endorsements to show that all insurance requirements have been met, including naming the City of Deer Park as additional insured.

Agent's Name: \_\_\_\_\_

Agency Name: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/ZIP: \_\_\_\_\_

Telephone No: ( ) \_\_\_\_\_ E-mail Address: \_\_\_\_\_

Bidder's Name/Company: \_\_\_\_\_

Name of Request for Bid: \_\_\_\_\_

**Insurance Agent/Broker Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Section 2** If the above fifteen day requirement is not met, the City of Deer Park has the right to reject this bid and award the contract to the next lowest Bidder meeting specifications or to the next most favorable bid. Questions concerning these requirements, and requests for exceptions, must be submitted by date included in Bidders' Instructions.

By submitting a bid and signing below I affirm the following: I am aware of all costs to provide the required insurance, will do so pending contract award, and will provide a valid insurance certificate meeting all requirements and policy endorsement within fifteen calendar days of notification of award. I further agree to the indemnification statement listed in the insurance requirements.

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

## Mowing Service for City of Deer Park

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### INDEMNIFICATION BY CONTRACTOR Attachment G

The contractor agrees to defend, indemnify, and hold harmless the City of Deer Park, its officers, agents, employees, appointees and volunteers against any and all claims, lawsuits, judgments, costs and expenses for personal injury (including death), property damage or other harm for which recovery of damages is sought, suffered by any person or persons, that may arise out of or be occasioned by contractor's breach of any of the terms or provisions of this contract, or by any negligent or strictly liable act or omission of contractor, its officers, agents, employees, or subcontractors, in the performance of this contract; except that the indemnity provided for in this paragraph shall not apply to any liability resulting from the sole negligence or fault of the City, its officers, agents or employees, and in the event of joint and concurrent negligence or fault of contractor and City, responsibility and indemnity, if any, shall be apportioned comparatively in accordance with the laws of the State of Texas, without waiving any governmental immunity available to the City under Texas law and without waiving any defenses of the parties under Texas law. The provisions of this paragraph are solely for the benefit of the parties hereto and are not intended to create or grant any rights, contractual or otherwise, to any other person or entity.

Contractor further agrees to defend, at its own expense, and on behalf of City and in the name of City, any claim or litigation brought in connection with any such injury, death, or damage.

The liability that is assumed by Contractor under the terms of this paragraph shall not exceed the sum of the required amount of liability coverage to be carried by the Contractor under this contract.

**CONTRACTOR (Company Name)** \_\_\_\_\_

**SIGNATURE** \_\_\_\_\_

**PRINTED NAME** \_\_\_\_\_

**PRINTED TITLE** \_\_\_\_\_

## Mowing Service for City of Deer Park

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### CONTRACTOR'S CERTIFICATION OF WORKERS' COMPENSATION Attachment H

I, \_\_\_\_\_, an authorized  
(Name)  
representative of \_\_\_\_\_, do certify that the  
(Insurance Agency)

Workers' compensation policy, of the insured \_\_\_\_\_,  
(Contractor)

On the "Standard Certificate of Insurance Form for the City of Deer Park" meets all current Texas state laws and requirements.

By: \_\_\_\_\_ Address: \_\_\_\_\_

Title: \_\_\_\_\_ Date: \_\_\_\_\_

On this \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, personally appeared \_\_\_\_\_,  
an authorized representative of \_\_\_\_\_  
(Insurance Agency)

Known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he/she executed the same for the purpose of certifying that the Insured is covered by worker's compensation in accordance with current Texas state laws.

My commission expires: \_\_\_\_\_

\_\_\_\_\_  
Notary Public In and For the State of Texas

## Mowing Service for City of Deer Park

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### Attachment I

**NO BONDING**

**REQUIREMENTS**

**FOR THIS Request for Bid**

DRAFT

# Mowing Service for City of Deer Park

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## STANDARD CONTRACT AND ACKNOWLEDGMENT Attachment J

STATE OF TEXAS

COUNTY OF HARRIS § KNOW ALL PERSONS BY THESE PRESENTS:

CITY OF DEER PARK

I.

Conditioned upon Bidder being awarded by the Deer Park City Council, or award being made administratively, the solicited items set out in this Request for Bid and upon order of the City of Deer Park, Texas, a municipal corporation located in Harris County, Texas and incorporated as a home rule city under the Constitution of the State of Texas ("City"), Bidder does hereby agree to furnish and/or deliver to City in accordance with the terms of Bidder's submitted Bid and the Specifications in above referenced Request for Bid, the services listed as awarded to Bidder in the Deer Park City Council resolution awarding such services, or listed in the Administrative Award. Execution of said Resolution or Administrative Award shall evidence City's acceptance of this contract.

II.

City agrees to pay Bidder for services at the unit price listed upon the Bid Page and Specifications or at the negotiated rate determined by the Bidder's bid and any subsequent modifications agreed to by both Bidder and the City, with payment being subject to any discount terms stated or agreed upon, and subject to any payment terms contained elsewhere within the solicitation documents, this contract and its attachments. Any purchase of services so that the cumulative total of payments under this contract exceeds the amount authorized in the City Council Resolution awarding bid to Bidder may require additional authorization.

III.

It is understood that the following documents, to wit: the Notice to Bidders, the Standard Terms and Conditions, the General Instructions to Bidders, the Special Instructions to Bidders, the Specifications, the Bid Page or Bid, and the Summary Response Page are hereby made a part and parcel of this contract and incorporated herein for all purposes.

IV.

The date of any payment, whether net or gross, shall be determined by calculating the number of days after receipt of invoices from Bidder, or after reasonable verification as to the requirements specified, whichever is later.

V.

Venue of any court action brought directly or indirectly by reason of this contract shall be in Harris County, Texas. This contract is made and is to be performed in Harris County, Texas.

VI.

If Bidder fails in any manner to fully perform each and all of the terms, conditions and covenants of this contract, he shall be in default and notice of default shall be given to Bidder by the Purchasing Agent of the City. In the event that Bidder continues in default for a period of seven (7) days after receipt of the above-mentioned notice

Mowing Service for City of Deer Park

of default, City may terminate or cancel this contract or at its option may purchase similar services on the open market and recover from Bidder any difference in price thereof.

SIGNED this the \_\_\_\_ day of \_\_\_\_\_, A.D. 20\_\_.

Signature \_\_\_\_\_

Name \_\_\_\_\_

Title \_\_\_\_\_

Company Name \_\_\_\_\_

DRAFT

## Mowing Service for City of Deer Park

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### STANDARD CONTRACT AND ACKNOWLEDGMENT CORPORATE ACKNOWLEDGMENT Attachment K

THE STATE OF \_\_\_\_\_  
COUNTY OF \_\_\_\_\_

BEFORE ME, the undersigned authority, a Notary Public in and for said County and State, on this day personally appeared:

\_\_\_\_\_  
(Print Name)

\_\_\_\_\_  
(Print Title)

of the corporation known as \_\_\_\_\_, known to me to be the person and officer whose name is subscribed to the foregoing instrument and acknowledged to me that the same was the act of said corporation, that he or she was duly authorized to perform the same by appropriate resolution of the board of directors of such corporation and that she or he executed the same as the act of such corporation for the purposes and consideration therein expressed, and in the capacity therein stated.

GIVEN UNDER MY HAND AND SEAL OF OFFICE this the \_\_\_\_\_ day of \_\_\_\_\_, A.D., 20\_\_\_\_.

\_\_\_\_\_  
Notary Public In and For  
\_\_\_\_\_ County, \_\_\_\_\_  
My Commission expires:  
\_\_\_\_\_

# Mowing Service for City of Deer Park

## STANDARD CONTRACT FOR SERVICES

### Attachment L

STATE OF TEXAS

COUNTY OF HARRIS

THIS AGREEMENT, made and entered into this \_\_\_\_ day of \_\_\_\_\_ A.D. 20\_\_, by and between **The City of Deer Park**, of the County of Harris and the State of Texas, acting through It's Mayor, **Jerry Mouton**, thereunto duly authorized so to do, Party of the First Part, hereinafter termed **OWNER**, and \_\_\_\_\_ of \_\_\_\_\_, County of \_\_\_\_\_, Name of Contractor Contractor's City Name of County and State of Texas, Party of the Second Part, hereinafter termed **CONTRACTOR**.

WITNESSETH: That for and in consideration of the payments and agreements hereinafter mentioned, to be made and performed by the Party of the First Part (OWNER), the said Party of the Second Part (CONTRACTOR), hereby agrees with the said Party of the First Part (OWNER) to commence and complete the services of certain services described as follows:

### Mowing Service for City of Deer Park

Name of Project

and all extra work in connection therewith, under the terms as stated in the General Conditions of the Agreement and at his (or their) own proper cost and expense to furnish all the materials, and supplies, machinery, equipment, tools, superintendence, labor, insurance, and other accessories and services necessary to complete the said services, in accordance with the conditions and prices stated in the Bid attached hereto, printed or written explanatory matter thereof, and the Specifications and addenda thereof, as prepared by the City of Deer Park, herein entitled the CITY, each of which has been identified by the CONTRACTOR and the CITY, together with the CONTRACTOR'S written Bid, the General Conditions of the Agreement, all of which are made a part hereof and collectively evidence and constitute the entire contract.

The CONTRACTOR hereby agrees to commence work within thirty (30) days after the date written notice to do so shall have been given to him, and to substantially complete the same within \_\_\_\_ working days after the date of the written notice to commence work, subject to such extensions of time as are provided by the General and Special Conditions.

The OWNER agrees to pay the CONTRACTOR in current funds the price or prices shown in the bid, which forms a part of this contract, such payments to be subject to the General and Special Conditions of the Contract.

Mowing Service for City of Deer Park

IN WITNESS WHEREOF, the parties to these presents have executed this Agreement in the year and day first above written.

**The City of Deer Park**

Party of the First Part  
(OWNER)

\_\_\_\_\_

Party of the Second Part  
(CONTRACTOR)

By: \_\_\_\_\_  
Mayor Jerry Mouton

By: \_\_\_\_\_

Title: \_\_\_\_\_

Attest By: \_\_\_\_\_

Attest By: \_\_\_\_\_

(SEAL)

(SEAL)

## Mowing Service for City of Deer Park

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### PARTNERSHIP ACKNOWLEDGMENT

#### Attachment M

THE STATE OF \_\_\_\_\_  
COUNTY OF \_\_\_\_\_

BEFORE ME, the undersigned authority, a Notary Public in and for said County and State, on this day appeared:

\_\_\_\_\_  
(Print Name)

\_\_\_\_\_  
(Print Title)

of \_\_\_\_\_ a partnership, known to me to be the person and partner whose name is subscribed to the foregoing instrument and acknowledged to me that the same was the act of the said partnership, and that she or he was duly authorized as a partner of such partnership to perform same for the purpose and consideration therein expressed, and in the capacity therein stated. GIVEN UNDER MY HAND AND SEAL OF OFFICE this the \_\_\_\_ day of \_\_\_\_\_, A.D., 2\_\_\_\_.

\_\_\_\_\_  
Notary Public In and For  
\_\_\_\_ County, \_\_\_\_\_  
My Commission expires:  
\_\_\_\_\_

### SINGLE ACKNOWLEDGMENT

THE STATE OF \_\_\_\_\_  
COUNTY OF \_\_\_\_\_

BEFORE ME, the undersigned authority, a Notary Public in and for said County and State, on this day personally appeared \_\_\_\_\_ known to me to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that he/she executed the same for the purposes and consideration therein expressed.

GIVEN UNDER MY HAND AND SEAL OF OFFICE this the \_\_\_\_ day of \_\_\_\_\_, A.D., 2\_\_\_\_

\_\_\_\_\_  
Notary Public In and For  
\_\_\_\_ County, \_\_\_\_\_  
My Commission expires:  
\_\_\_\_\_

## Mowing Service for City of Deer Park

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### Sample Mowing Services Map

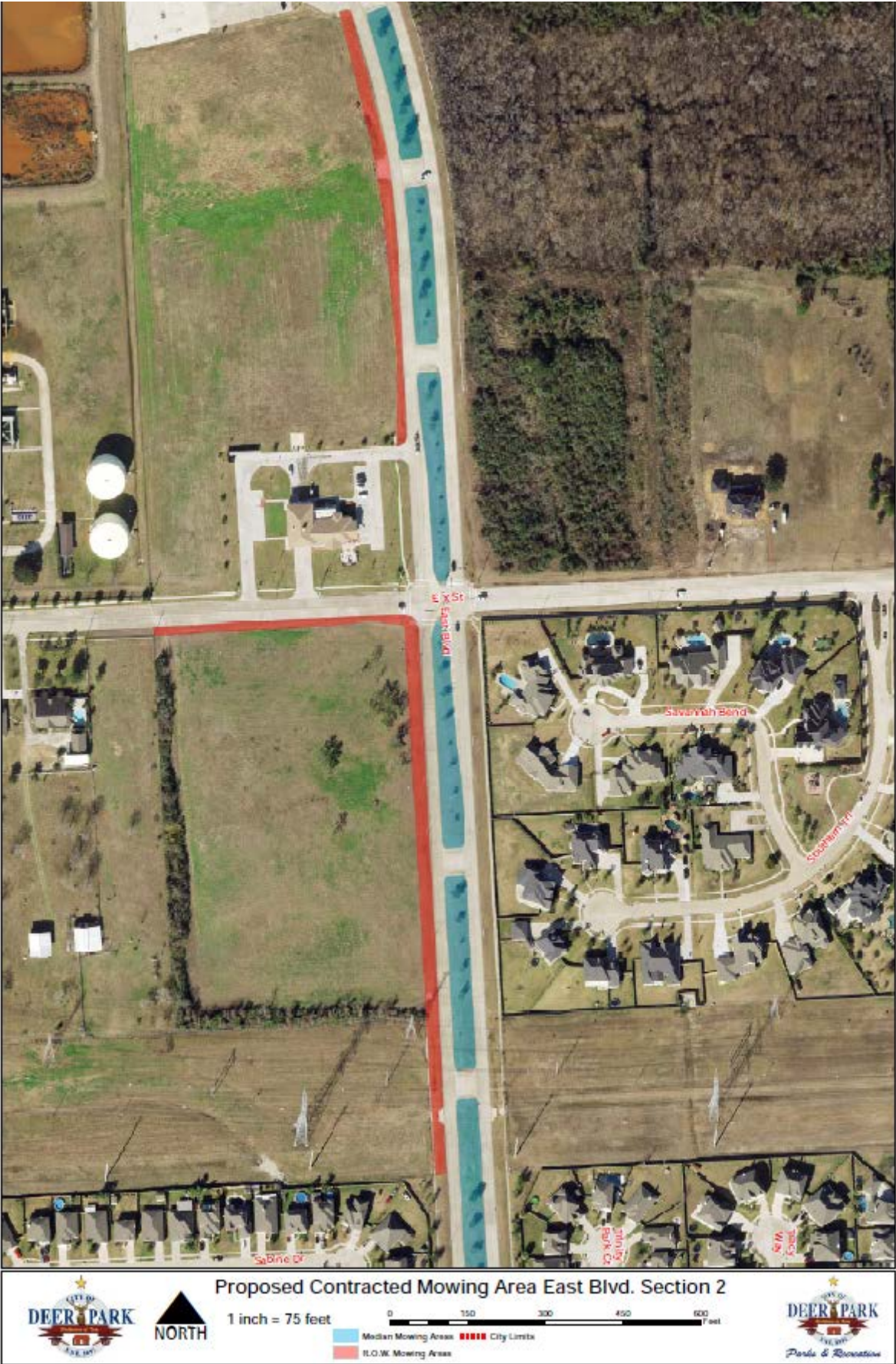
#### Attachment N

DRAFT

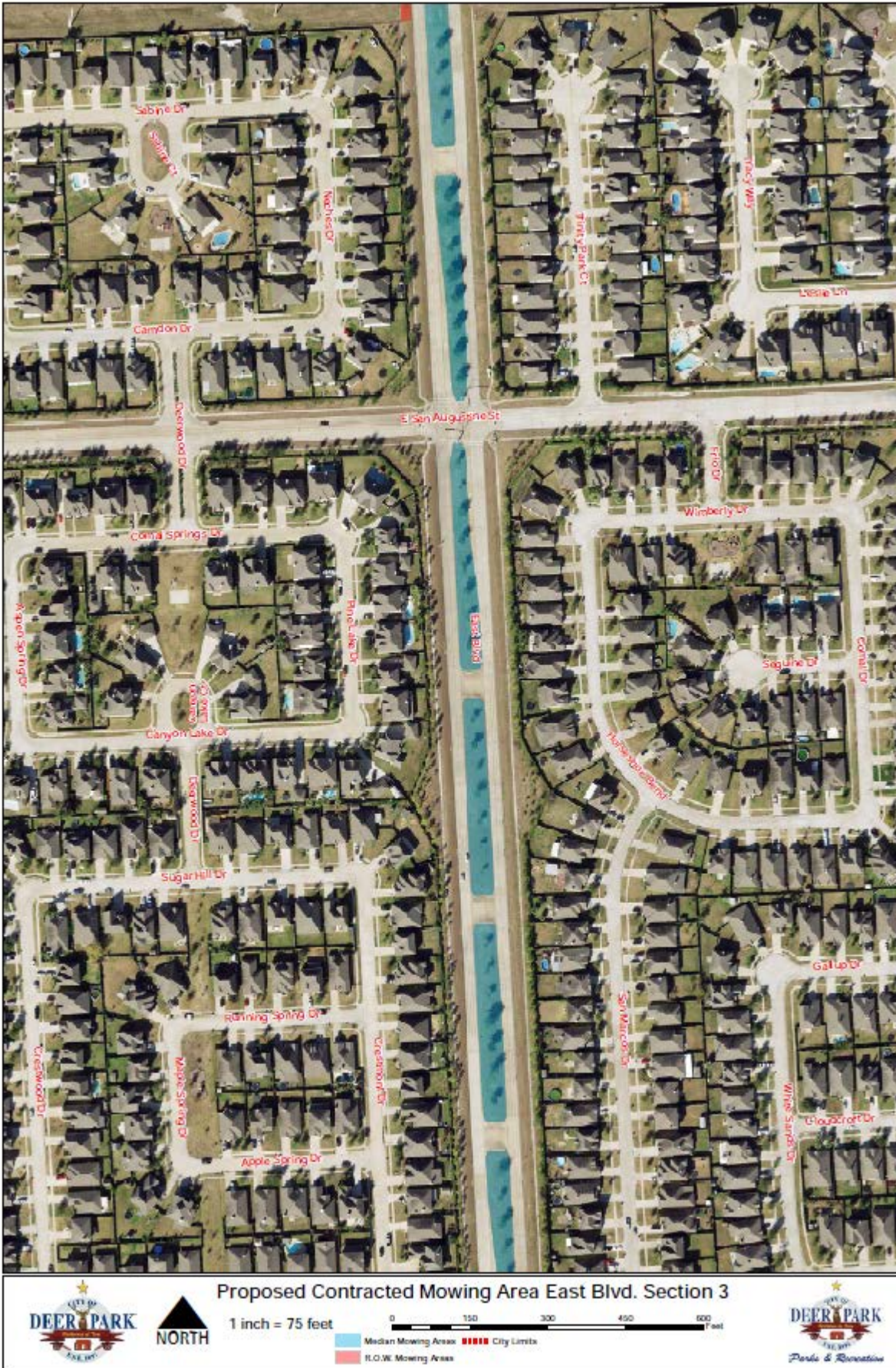
Mowing Service for City of Deer Park



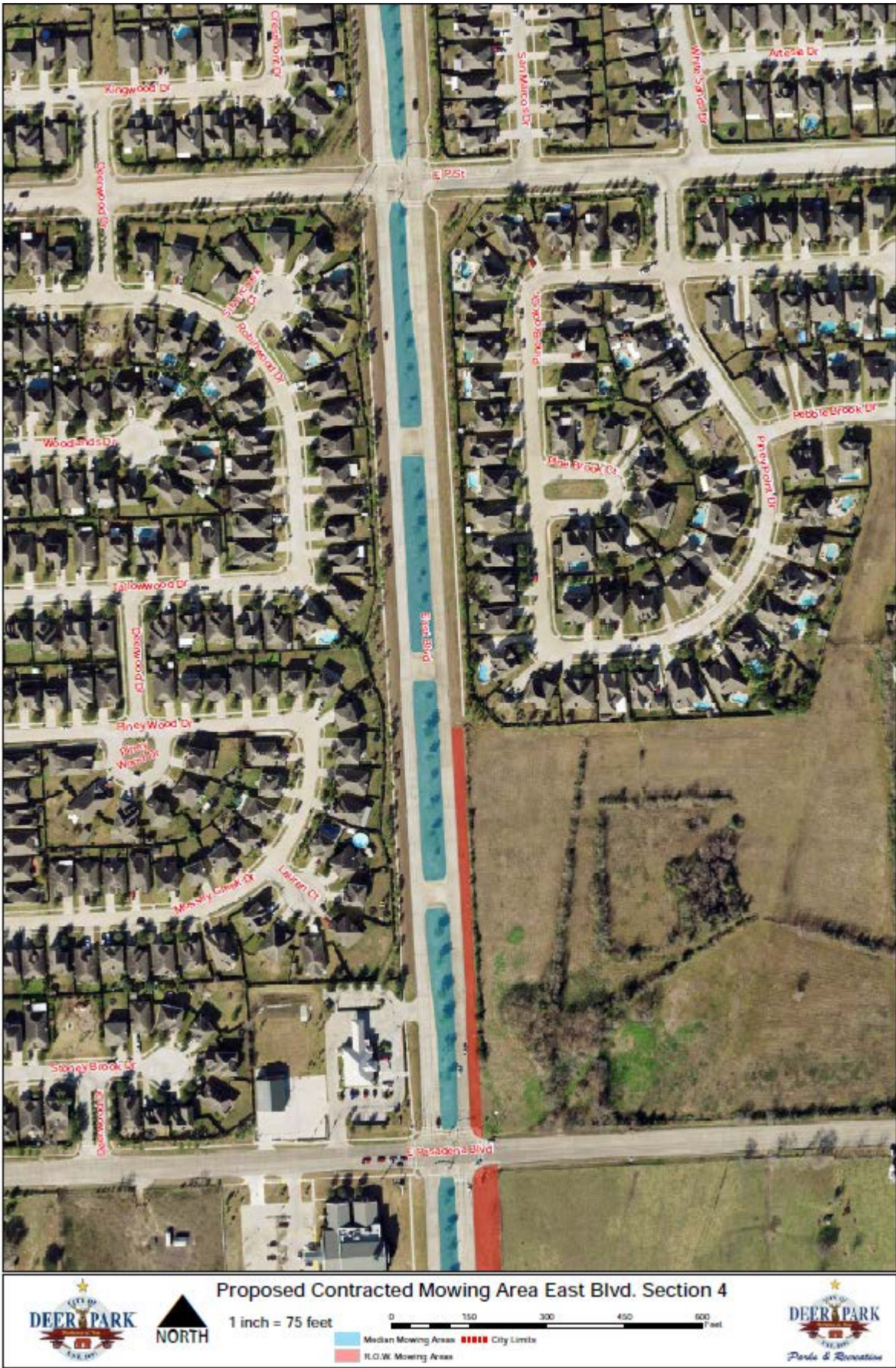
Mowing Service for City of Deer Park



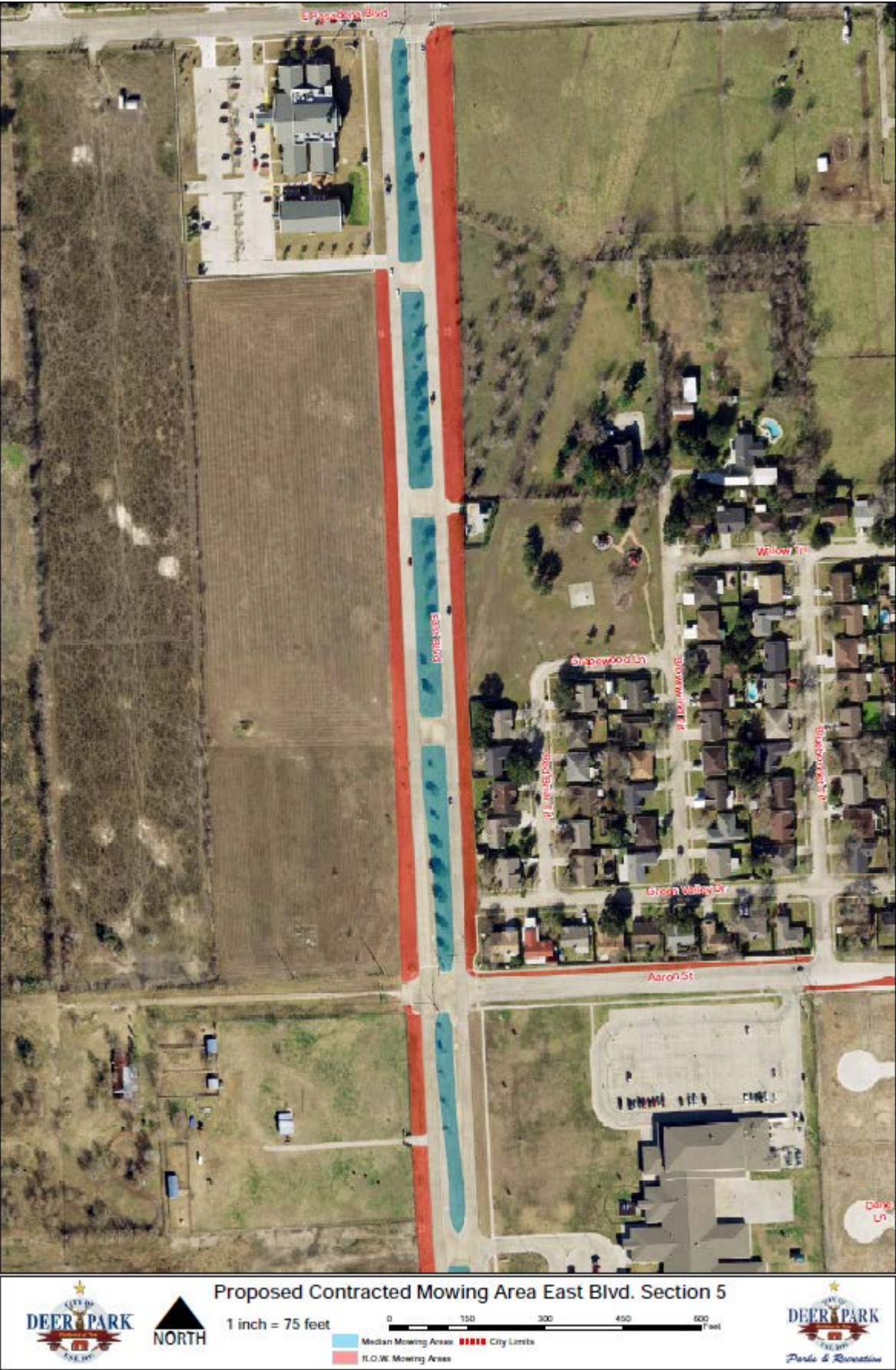
Mowing Service for City of Deer Park



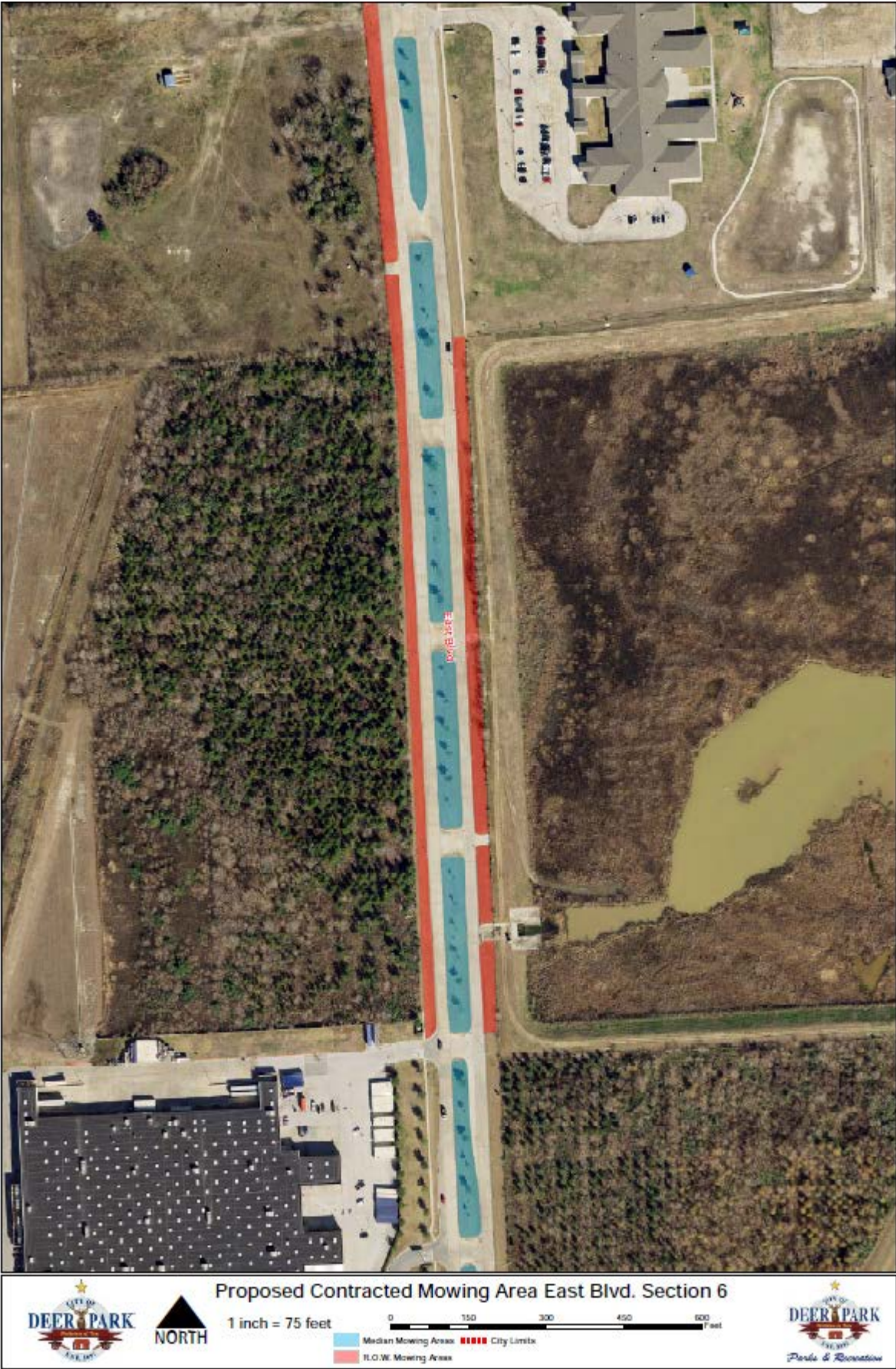
Mowing Service for City of Deer Park



Mowing Service for City of Deer Park



Mowing Service for City of Deer Park



Mowing Service for City of Deer Park



DRAFT



## Legislation Details (With Text)

**File #:** AGR 17-035    **Version:** 1    **Name:**  
**Type:** Agreement    **Status:** Agenda Ready  
**File created:** 8/4/2017    **In control:** City Council  
**On agenda:** 8/15/2017    **Final action:**  
**Title:** Consideration of and action on renewing the agreement with Valley View Consulting, L.L.C. for investment advisory services.  
**Sponsors:** Finance  
**Indexes:**  
**Code sections:**  
**Attachments:** [Agreement - Inv Adv Svc Renewal 2017.08.15](#)  
[Form 1295 - 08.15.17](#)

Date	Ver.	Action By	Action	Result
8/15/2017	1	City Council		

Consideration of and action on renewing the agreement with Valley View Consulting, L.L.C. for investment advisory services.

Summary: In May 2015, the City issued an RFP for investment advisory services to maximize investment earnings and in September 2015 awarded the contract to Valley View Consulting, L.L.C. The RFP indicated the initial three-year contract term would begin October 1, 2015 and included an option to extend the contract for each of the successive two years (for a total of five years) if both parties are mutually agreeable to the extension at that time. While this is how the contract term is typically set up for financial and accounting services such as depository banking and professional audit services, the City has learned that the Texas Public Funds Investment Act, Government Code Ch. 2256 as amended (the "Act"), requires that a contract with an investment advisor may not be for a term longer than two years. As such, the renewal of the agreement with Valley View consulting is being presented for consideration after a two-year term rather than a three-year term. Renewing the contract for the next two years would extend the contract for the contemplated third year and the first one-year renewal option. The City is very pleased with the partnership with Valley View Consulting and is agreeable to updating the current agreement for the next two years.

Attached is a copy of the new agreement for investment advisory services for the period October 1, 2017 through September 30, 2019. The fees are unchanged and in accordance with the original agreement. Upon completion of this term, the agreement will be eligible for renewal for one additional year through September 30, 2020.

### Fiscal/Budgetary Impact:

Investment advisory services are included in the Finance Department budget in the amount of \$43,000 (Account Number 10-201-4240, Consultant Fees) in the current FY 2016-2017 budget and in the proposed FY 2017-2018 budget.

Renew the agreement with Valley View Consulting, L.L.C. for investment advisory services.

**AGREEMENT  
BY AND BETWEEN  
THE CITY OF DEER PARK, TEXAS  
AND  
VALLEY VIEW CONSULTING, L.L.C.**

It is understood and agreed that the City of Deer Park (the *Investor*) will have from time to time money available for investment (*Investable Funds*) and Valley View Consulting, L.L.C. (*Advisor*) has been requested to provide professional services to the Investor with respect to the Investable Funds. This agreement (the *Agreement*) constitutes the understanding of the parties with regard to the subject matter hereof.

1. This Agreement shall apply to any and all Investable Funds of the Investor from time to time during the period in which this Agreement shall be effective.
2. The Advisor agrees to provide its professional services to direct and coordinate all programs of investing as may be considered and authorized by the Investor.
3. The Advisor agrees to perform the following duties:
  - a) Assist the Investor in developing cash flow projections,
  - b) Suggest appropriate investment strategies to achieve the Investor's objectives,
  - c) Advise the Investor on market conditions, general information and economic data,
  - d) Analyze risk/return relationships between various investment alternatives,
  - e) Attend occasional meetings as requested by the Investor,
  - f) Assist in the selection, purchase, and sale of investments. The Advisor shall not have discretionary investment authority over the Investable Funds and the Investor shall make all decisions regarding purchase and sale of investments. All funds shall be invested consistent with the Texas Public Funds Investment Act, Chapter 2256 Government Code and the Investor's Investment Policy. The eligible investments are listed in the Investor's Investment Policy,
  - g) Advise on the investment of bond funds as to provide the best possible rate of return to the Investor in a manner which is consistent with the proceedings of the Investor authorizing the investment of the bond funds or applicable federal rules and regulations,
  - h) Assist the Investor in creating investment reports in compliance with State legislation and the Investor's Investment Policy, and
  - i) Assist the Investor with primary depository bank selection.

4. The Investor agrees to:

- a) Compensate the Advisor for any and all services rendered and expenses incurred as set forth in Appendix A attached hereto,
- b) Provide the Advisor with the schedule of estimated cash flow requirements related to the Investable Funds, and will promptly notify the Advisor as to any changes in such estimated cash flow projections,
- c) Allow the Advisor to rely upon all information regarding schedules, investment policies and strategies, restrictions, or other information regarding the Investable Funds as provided to it by the Investor and that the Advisor shall have no responsibility to verify, through audit or investigation, the accuracy or completeness of such information,
- d) Recognize that there is no assurance that recommended investments will be available or that such will be able to be purchased or sold at the price recommended by the Advisor, and
- e) Not require the Advisor to place any order on behalf of the Investor that is inconsistent with any recommendation given by the Advisor or the policies and regulations pertaining to the Investor.

5. In providing the investment services in this Agreement, it is agreed that the Advisor shall have no liability or responsibility for any loss or penalty resulting from any investment activity made or not made, so long as such activity is made or not made in accordance with the provisions of this Agreement, provided further that the Advisor shall be liable only for its own negligence, gross negligence or willful misconduct; nor shall the Advisor be responsible for any loss incurred by reason of any act or omission of any broker, selected with reasonable care by the Advisor and approved by the Investor, or of the Investor's custodian. Furthermore, the Advisor shall not be liable for any investment made which causes the interest on the Investor's obligations to become included in the gross income of the owners thereof.

6. The fee due to the Advisor in providing services pursuant to this Agreement shall be calculated in accordance with Appendix A attached hereto, and shall become due and payable as specified. Any and all expenses for which the Advisor is entitled to reimbursement in accordance with Appendix A, attached hereto, shall become due and payable at the end of each calendar quarter in which such expenses are incurred.

7. This Agreement shall commence October 1, 2017 and remain in effect until September 30, 2019, with the option of the Investor to extend this Agreement in additional one and two year increments. Provided, however, the Investor or Advisor may terminate this Agreement upon thirty (30) days written notice to the other party. In the event of such termination, it is understood and agreed that only the amounts due to the Advisor for services provided and

expenses incurred to and including the date of termination will be due and payable. No penalty will be assessed for termination of this Agreement. In the event this Agreement is terminated, all investments and/or funds held by the Advisor shall be returned to the Investor as soon as practicable. In addition, the parties hereto agree that upon termination of this Agreement the Advisor shall have no continuing obligation to the Investor regarding the investment of funds or performing any other services contemplated herein.

8. The Advisor reserves the right to offer and perform these and other services for various other clients. The Investor agrees that the Advisor may give advice and take action with respect to any of its other clients, which may differ from advice given to the Investor. The Investor agrees to coordinate with and avoid undue demands upon the Advisor to prevent conflicts with the performance of the Advisor towards its other clients.

9. The Advisor shall not assign this Agreement without the express written consent of the Investor.

10. The Investor acknowledges that:

- 1) \_\_\_\_\_ Investor was provided a written copy of Form ADV Part 2 not less than 48 hours prior to entering into this written contract, or
- 2) \_\_\_\_\_ Investor received a written copy of Form ADV Part 2 at the time of entering into this contract and has the right to terminate this contract without penalty within five business days after entering into this contract.
- 3)   X   Investor is renewing an expiring contract and has received in the past, and offered annually, a written copy of Form ADV Part 2.

When accepted by the Investor, it, together with Appendix A attached hereto, will constitute the entire Agreement between the Investor and Advisor for the purposes and the consideration herein specified.

Respectfully submitted,



Richard G. Long, Jr.

Manager, Valley View Consulting, L.L.C.

This agreement is hereby agreed to and executed on behalf of the City of Deer Park, Texas.

By \_\_\_\_\_  
City of Deer Park

Date: \_\_\_\_\_

## APPENDIX A

### FEE SCHEDULE AND EXPENSE ITEMS

In consideration for the services rendered by Advisor in connection with the investment of the Investable Funds for the Investor, it is understood and agreed that its fee will be an annual fee equal to:

<b><u>Average Quarter End Book Value</u></b>	<b><u>Annual Fee</u></b>
First \$85 million	0.036% (3.6 basis points)
Next \$65 million (above \$85,000,000 up to \$150,000,000)	0.030% (3 basis points)
Next \$100 million (above \$150,000,000 up to \$250,000,000)	0.020% (2 basis points)
Investable Funds above \$250 million	0.010% (1 basis points)

Should the selected tax-exempt bond proceeds investment strategy incorporate a flexible repurchase agreement or other structured investment, fees will be determined by any applicable I.R.S. guidelines and industry standards and may be in addition to the annual fee.

Said fee includes all costs of services related to this Agreement, and all travel and business expenses related to attending regularly scheduled meetings. With pre-trip Investor approval, the Advisor may also request reimbursement for special meeting or event travel and business expenses. The obligation of the Advisor to pay expenses shall not include any costs incident to litigation, mandamus action, test case or other similar legal actions.

Although none are anticipated, any other fees retained by Advisor in the performance of its duties shall be disclosed to the Investor.

# CERTIFICATE OF INTERESTED PARTIES

FORM 1295

1 of 1

Complete Nos. 1 - 4 and 6 if there are interested parties.  
Complete Nos. 1, 2, 3, 5, and 6 if there are no interested parties.

## OFFICE USE ONLY CERTIFICATION OF FILING

Certificate Number:  
2017-247231

Date Filed:  
08/09/2017

Date Acknowledged:

1 Name of business entity filing form, and the city, state and country of the business entity's place of business.

Valley View Consulting, L.L.C.  
Huddleston, VA United States

2 Name of governmental entity or state agency that is a party to the contract for which the form is being filed.

City of Deer Park

3 Provide the identification number used by the governmental entity or state agency to track or identify the contract, and provide a description of the services, goods, or other property to be provided under the contract.

None  
Investment Advisory Services, Cash and Investment Management Services

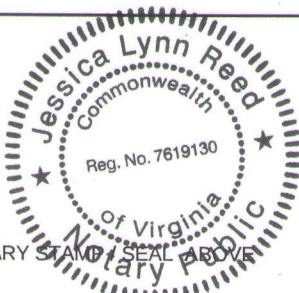
4	Name of Interested Party	City, State, Country (place of business)	Nature of interest (check applicable)	
			Controlling	Intermediary
	Long, Richard	Huddleston, VA United States	X	

5 Check only if there is NO Interested Party.

☐

6 AFFIDAVIT

I swear, or affirm, under penalty of perjury, that the above disclosure is true and correct.



Richard C Long Jr.  
Signature of authorized agent of contracting business entity

AFFIX NOTARY SEAL AND SEAL ABOVE

Sworn to and subscribed before me, by the said Richard C. Long Jr., this the 9th day of Aug., 2017, to certify which, witness my hand and seal of office.

Jessica Reed  
Signature of officer administering oath

Jessica Reed  
Printed name of officer administering oath

Notary  
Title of officer administering oath



## Legislation Details (With Text)

**File #:** AGR 17-038    **Version:** 1    **Name:**  
**Type:** Agreement    **Status:** Agenda Ready  
**File created:** 8/10/2017    **In control:** City Council  
**On agenda:** 8/15/2017    **Final action:**  
**Title:** Consideration of and action on to renew the mowing contract and add additional services.  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:** [Quotes for Additonal Mowing Services - Longclaw](#)  
[Renewal Contract Letter Longclaw \(002\)](#)

Date	Ver.	Action By	Action	Result
8/15/2017	1	City Council		

Consideration of and action on to renew the mowing contract and add additional services.

To renew the current contract and add additional services which include additional mowing services on Center Street, spraying herbicide on Center Street, mowing services for ditches on Center Street and mowing on medians on Temperance Lane.

Current contract is \$68,000 annually funded out of Parks & Recreation general fund. The additional services for mowing on Center Street, spraying herbicide on Center Street, mowing services for ditches on Center Street and mowing of medians on Temperance Lane was quoted at \$11,355 by the current contractor. Pursuant to Sec. 252.048 Change Orders of the Texas Local Government Code, the original contract price may not be increased under this section by more than 25 percent.

The current contract with additional services total \$79,355 will be funded out of the Parks & Recreation general fund.

Accept to renew the current contract and add additional services which include additional mowing services on Center Street, spraying herbicide on Center Street, mowing services for ditches on Center Street and mowing on medians on Temperance Lane.



Longclaw Contractors, LLC

4306 Stacy

Seabrook, TX 77586

Email: [longclawcontractors@gmail.com](mailto:longclawcontractors@gmail.com)

Date:

August 9, 2017

To:

Jacob Zuniga

City of Deer Park

610 E. San Augustine

Deer Park, TX 77536

832.260.8547

Scope of Work: Spraying herbicide along Center Street in Deer Park, TX. The price listed is per spray and includes the cost of herbicide. The estimated quantity is based on one spray per month. . The unit prices are per service and are not dependent on the estimated quantity of services per year.

Total	\$	3,990.00
-------	----	----------

Thank you for your business!



4306 Stacy, Seabrook, TX 77586



LONGCLAW  
CONTRACTORS

Quote

Longclaw Contractors, LLC

4306 Stacy

Seabrook, TX 77586

Email: longclawcontractors@gmail.com

Date:

August 4, 2017

To:

Jacob Zuniga

City of Deer Park

610 E. San Augustine

Deer Park, TX 77536

832.260.8547

Scope of Work: Additional weekly mowing service for medians on Center Street in Deer Park, TX. Additional weekly mowing service will be for mowing only. The estimated quantity is based on one additional mow per week during the summer months. The unit prices are per service and are not dependent on the estimated quantity of services per year.

Salesperson	Job	Payment Terms	Due Date
David Davis		Net 30 Days	

Qty	Description	Unit Price	Line Total
12.00	Mowing services for medians on Center Street	\$ 375.00	\$ 4,500.00
12.00	5% Discount described in contract	(\$18.75)	(\$225.00)

Subtotal \$ 4,275.00

Sales Tax

Total \$ 4,275.00

Quotation prepared by: David Davis

To accept this quotation, sign here and return: \_\_\_\_\_

Thank you for your business!

4306 Stacy, Seabrook, TX 77586



August 9, 2017

Longclaw Contractors, LLC  
4306 Stacy  
Seabrook, TX 77586

Dear Mr. Davis

Hereby contracted with the City to administer and be the proprietor of the Center Street and Thirteenth Street Mowing Services.

**Terms:**

The terms of this second year agreement extension shall commence on the 1<sup>st</sup> day of October, 2017 thru the 30th day of September 2018, covering the 2017/2018 City of Deer Park fiscal year calendar. This is a one year agreement extension with the option to renew up to three (3) additional years.

**Contractor to Provide:**

Contractor agrees to provide all the necessary labor, supplies and materials to perform Center Street and Thirteenth Street services for the City of Deer Park.

**Amendment:**

The amendment for this second year agreement extension is for the addition of services to original scope of work. This amendment shall continue to be a part of the scope of work from this point through the remainder of this one year agreement and any proceeding agreement extension renewals. Increases in charges associated with the amendment shall not exceed 25% of the of the original contract amount based on annual fiscal year payments.

**Amendment Terms:**

***Effective immediately:***

- A. Additional weekly mowing service for medians on Center Street (Area A) in Deer Park, TX. Additional weekly mowing service will be for mowing only. The estimated quantity is based on one additional mow per week during the summer months (June – August). The unit prices are per service and are not dependent on the estimated quantity of services per year.
  - a. Unit price per mow is \$375.00 for 12 additional mowing only services of Area A for a total of \$4,275 after discount is applied.
- B. Mowing service for designated ditches and Temperance St. median on Center Street (Area A) in Deer Park, TX. The estimated quantity is based on the service schedule of "Area A". The unit prices are per service and are not dependent on the estimated quantity of services per year.
  - a. Unit price per mow is \$81.25 for 40 additional mowing services of Area A ditches and Temperance median for a total of \$3,090 after discount is applied.

***Effective October 1, 2017:***

- A. Spraying herbicide along Center Street in Deer Park, TX. The price listed is per spray and includes the cost of herbicide. The estimated quantity is based on one spray per month. . The unit prices are per service and are not dependent on the estimated quantity of services per year.
  - a. Unit price per herbicide application is \$350.00 for 12 applications of Area A for a total of \$3,990 after discount is applied.



This renewal agreement, made and entered into this 15<sup>th</sup> day of August A.D. 2017 by and between the City of Deer Park, of the County of Harris and the State of Texas acting through it's Mayor, Jerry Mouton, thereunto duly authorized so to do, Party of the First Part, hereinafter termed **Owner**, and Longclaw Contractors, LLC of Seabrook, County of Harris and State of Texas, Party of the Second Part, hereinafter termed **Contractor**.

**The City of Deer Park**

Party of the First Part  
(Owner)

By: \_\_\_\_\_  
Mayor Jerry Mouton

Attest By: \_\_\_\_\_

**Longclaw Contractors, LLC**

Party of the Second Part  
(Contractor)

By: \_\_\_\_\_  
Title: \_\_\_\_\_

Attest By: \_\_\_\_\_



## Legislation Details (With Text)

**File #:** AGR 17-036    **Version:** 1    **Name:**  
**Type:** Agreement    **Status:** Agenda Ready  
**File created:** 8/9/2017    **In control:** City Council  
**On agenda:** 8/15/2017    **Final action:**  
**Title:** Consideration of and action on the Youth Sports Organization Utilization Agreement with the Quest Youth Soccer Club for 2017.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** [Quest Youth Soccer Club Sport Organizatin Utilizatin Agreement](#)

Date	Ver.	Action By	Action	Result
8/15/2017	1	City Council		

Consideration of and action on the Youth Sports Organization Utilization Agreement with the Quest Youth Soccer Club for 2017.

Summary:

The Youth Sports Organization Utilization Agreement for the use of athletic facilities is designed to ensure that athletic facilities owned and/or operated by the City of Deer Park Parks and Recreation Department are utilized efficiently and safely. All Deer Park youth sports programs sponsored by the City are intended to enhance and enrich the interest of our youth and to promote participation in wholesome recreational activities; in addition to an agreement to share the responsibility of caring, improving, and maintaining the facilities.

The Parks and Recreation Department understands the importance of having a consistent and fair agreement in place between all of the individual organizations and the City to address the expectations, responsibilities, obligations, liabilities, authority and terms. The Department has worked with the Youth Sports Organizations to get the individual agreements signed by the Organization, acknowledged by the Director, and have received the recommendation by the Parks and Recreation Commission to formally be adopted by Council to begin in 2017.

On August 7, 2017, the Parks and Recreation Commission reviewed and made their recommendation to approve the Quest Youth Soccer Utilization Agreement beginning August 7, 2017 through December 31, 2017. Attached you will find a copy of the proposed Youth Sports Organization Utilization Agreement for the Quest Youth Soccer Club.

Fiscal/Budgetary Impact:

None

Authorize the Youth Sports Organization Utilization Agreement with the Quest Youth Soccer Club for 2017.



*Parks & Recreation*

# City of Deer Park

## Parks and Recreation Department

### Sport Organization Utilization Agreement

This agreement for the use of athletic facilities is designed to ensure that athletic facilities owned and/or operated by the City of Deer Park, hereinafter referred to as "City" and the Parks and Recreation Department, hereinafter referred to as "Department", are utilized efficiently and safely. All Deer Park sports programs sponsored by the City and all Sports Organizations, hereinafter referred to as "Organization", are intended to enhance and enrich the interest of our citizens and to promote participation in wholesome recreational activities; in addition to an agreement to share the responsibility of caring, improving, and maintaining the facilities.

In order to establish a mutual understanding and working relationship between various organizations and the City, the following is agreed to by all parties concerned. The City reserves the right to make field assignments that will best serve the citizens of the city. Any and all fields can be assigned or reassigned to use by any organization on a yearly basis depending on the recreational registration numbers and needs.

#### A. Definition:

- i. **Recreation(al) Team(s):** To qualify as a recreational team the following requirements must be met:
  - a. Team(s) must be associated with the Organization which has an agreement with the City for that particular sport and age.
  - b. All league team(s) must play a portion of the league games within the City assigned complex(es) for the Organization.
  - c. In addition to the above criteria, one (1) of the following requirements must be met:
    - a. Teams must adhere to the Organization's National Sports Association rules and guidelines for recreation for all Teams; or
    - b. Organization sponsored practices and trainings for team(s) must be coached and trained by volunteer coach(es)/trainer(s)/instructor(s) and one of the following requirements must be met as well:
      - i. Team(s) must be drafted each season with no more than forty percent (40%) of team participants being able to be held by the Team.

- ii. Team(s) must have less than forty percent (40%) of team participants actively participating on a non-recreational team.
- ii. **Recreation(al) Tournament(s):** To qualify as a recreational tournament the following requirements must be met:
  - a. Tournament(s) must be associated with the Organization which has an agreement with the City for that particular sport.
  - b. In addition to the above criteria one (1) of the following requirements must be met as well:
    - a. At least 50% of the teams participating in the tournament are recreational teams as defined above; or
    - b. The Organization is host of an advanced qualifying recreational league tournament.
- 2. **Non-Recreation(al):** Teams and Tournaments that do not meet the established criteria above are to be considered non-recreation(al).

**B. Term**

- 1. This agreement shall be for a term of up to one (1) calendar year beginning on the date of full execution hereof concluding on December 31 of each calendar year, unless terminated by either party upon thirty (30) days advance written notice to the other party. Any Organization that holds a current valid agreement, in compliance with the City, for the use of any athletic facility(ies) for the previous year will have the opportunity to renew that agreement for the following year. Agreements will be taken before City Council annually each December to approve for the following calendar year.

**C. Option to renew**

- 1. Renewal of this agreement for an additional term shall be conditioned upon the following terms:
- 2. That a request for renewal be initiated by the signing of a new agreement by the Organization's president, with a copy of the annual report, prior to October 31st of each year.
- 3. That the Organization provided the following information prior to the start of the season:
  - i. Copy of approved current constitution and by-laws for Organization.
  - ii. List of current Organization officers and board members with addresses, phone numbers, and email.
  - iii. Proposed Organization schedule of events.
  - iv. Copy of Organization's general liability insurance policy.
- 4. Seek recommendation for approval by Parks and Recreation Commission.
- 5. Approval by the City Council in December of each year.

#### **D. General Agreements**

1. The Organization understands that the City is the sole owner of the facilities and any contribution of services, amenities and cash or donation on the part of the Organization does not imply ownership on behalf of the Organization.
2. Use of City facilities are for the primary recreational use of citizens living within the incorporated city limits.
  - i. Other priority users include any persons living within the Deer Park Independent School District boundary lines.
  - ii. 75% of all Organization must be comprised of either City of Deer Park residents or those living within the Deer Park Independent School District boundary lines (local).
    - a. If an Organization does not meet the above criteria, the Organization must provide annually the "Plan of Action" to increase the local participation percentage in an effort to achieve the criteria.
  - iii. No citizen living within the City limits may be turned away for a participant living outside the city limits.
  - iv. Any person(s) and/or team living outside of the established boundaries will not have priority for use of any city owned facility. This is to include league play or practice.
3. All persons within the established boundaries will be offered the opportunity to participate in all the Organization's programs regardless of gender, race, national origin, religion or disability in accordance with present state and federal law.
4. Organization shall not change any affiliation with a state or national association or change the "age grouping" of their leagues that will affect another established organization without just cause and prior approval of the Parks and Recreation Department. An Organization shall not arbitrarily change its league structure to offer "age grouping" that is already in existence in another organization or league.
5. Organization must operate as a non-profit association, as set forth by the Internal Revenue Service.
  - i. All financial documents and records are subject to audit per request of the City.
6. The Organization will have first rights of refusal, for their designated facilities, for all activities outside of the Organizations structured use.
  - i. Only authorized camps or clinics cosponsored by either the utilizing Organization or City, with all proceeds benefiting the Organization or the City, are permitted.
7. The Organization shall not collect admission fees nor require the public to pay other charges to attend practice, games or recreational tournaments at City facilities.
8. No construction or alterations may be done on City property/facility without the authorization of the City. Any approved construction will become the sole property of the City at the conclusion of construction and acceptance by the City. All capital improvement projects will go through the relevant formal City process.
9. Advertising is permitted at City facilities only with the prior approval of the Parks and Recreation Department.
10. The Organization will not allow any other organization, association or group to use the facility without prior written approval of the Parks and Recreation Department.

- i. For-profit organizations or associations are eligible to use City facilities, only with written authorization from the Parks and Recreation Department.
  - ii. City facilities to be used for personal profit, by any individual, must have written authorization by the Parks and Recreation Department.
11. All Board of Directors members and managers are recommended to have completed a current applicable training program from a recognized state or national youth sports association. It is required that all head coaches involved in the league have such up to date training.
  12. All league officials, coaches, managers, umpires and any other person(s) involved with the Organization's activities shall have a valid personal background check performed annually and with the results being kept in a confidential file by the Board of Directors.

#### **E. Obligation of the City**

1. To provide athletic facilities to be utilized efficiently and safely to enhance and enrich the interest of our youth and to promote participation in wholesome recreational activities.
2. To seek recommendation and approval by the Parks and Recreation Commission and City Council for contract renewal.
3. Use of City facilities are for the primary recreational use of citizens living within the incorporated city limits.
  - i. Other priority users include persons living within the Deer Park Independent School District boundary lines.
4. To ensure the Organization has first rights of refusal, for their designated facilities, for all activities outside of the Organization's structured use.
5. To oversee, manage, and accept all capital improvement projects for athletic facilities.
6. To approve advertising permitted at athletic facilities.
7. The Department is obligated to manage all City facility usage.
8. The City will provide maintenance and repairs to athletic facilities and more specifically as follows:
  - i. Will prepare all playing surfaces, buildings and grounds on City owned property prior to the beginning of the recreational league season and as deemed necessary by the Department.
    - a. Maintain playing surfaces to include leveling and drainage work deemed necessary by the Department.
    - b. Maintain all goals, fences, bleachers and gates in a safe and secure condition.
    - c. Maintain structural integrity of concession stands, restrooms and storage buildings including repair or replacement of damaged roofs, doors and windows.
    - d. Make major plumbing repairs for restrooms, sinks, urinals and commodes, electrical repairs and air conditioning unit repairs as deemed necessary by the Department.
    - e. Paint all structures as deemed necessary by the Department.
    - f. Maintain all area and field lighting. Repair and replace lights, poles, wiring, fuses, transformers and other equipment related to the lighting of each field.
      - a. Attempt to maintain at least 75% of the potential lighting for field or pole during regularly scheduled season.

- Parks and Recreation Commission Recommended October 7, 2013**  
**Approved by City Council November 5, 2013**  
**Revised May 29, 2014**  
**Parks and Recreation Commission Recommended September 6, 2016**  
**Revised March 6, 2017 – PARC Meeting**  
**Approved by PARC April 3, 2017**

17. The City will provide a liaison to attend Organization board meetings as deemed necessary by the Department.
18. The Department's obligations under this agreement will be performed as soon as, and to the extent that, budgeted funds and resources are available for performance of its obligations.
  - i. All maintenance and repair requests will be addressed in priority order by the Department, to the best of our ability, within 15 business days of written receipt of request.
19. The City will include promotional opportunities through the Fall/Winter, Spring and Summer Parks and Recreation Brochures, electronic marquees, website and Face book page.
20. The City is obligated to provide a facility location, dependent on availability, upon written request at least three (3) weeks in advance, for the following:
  - i. 24 hours of facility usage for registration purposes, award ceremonies, and meetings at no cost to the Organization.
  - ii. Additional time needed is subject to normal rental fees.

**F. Obligation of Youth Sports Organization**

1. To utilize athletic facilities efficiently and safely to enhance and enrich the interest of our youth and to promote participation in wholesome recreational activities.
2. Utilize City facilities for the primary use of citizens living within the incorporated city limits.
  - i. Other priority users include persons living within the Deer Park Independent School District boundary lines.
3. The Organization shall furnish the Department an annual report, by October 31<sup>st</sup> of each year, which includes the total number of recreational and non-recreational participants, including a breakdown of resident and non-resident participants and any other information requested by the Department.
4. To seek approval from the Department for any capital improvement projects for athletic facilities.
5. To seek approval from the Department for advertising permitted at athletic facilities.
6. The Organization is obligated to provide the City with a schedule of all City facility usage. This is to include, but not limited to schedules for practices, games, tournaments, camps and recreation league ceremonies.
7. The Organization shall at all times during the term of this agreement maintain in effect general public liability insurance covering the Organization's program(s) at the facility against claims for personal injury, death or damage to property to the limit of not less than one-million (\$1,000,000). The City shall be named as additional insured on such policy and shall be entitled to thirty (30) day notice of cancellation or changes of any kind regarding such insurance and certificates of insurance shall be provided to the City prior to the agreement becoming valid.
8. By the execution of this agreement, the Organization does hereby indemnify and hold harmless the City and its officers, agents and employees from and against any and all suits, actions or claims of any character, type or description, including all expenses of litigation, court cost and attorney's fees, brought or made for or on account of any injuries or damages received or sustained by any person or persons or property, arising out of, or occasioned by, the act or failure to act by the

Organization or its agents, volunteers or employees in the use of the facilities as set forth in the agreement.

9. All Board of Directors elections shall be conducted as prescribed by the Organization's by-laws. The election of offices shall be open to any and all qualified individuals. The Organization shall provide public notice of all Board of Directors elections. Notice shall be posted at least thirty (30) days prior to the election. Every reasonable effort shall be made to notify all interested parties prior to the election date. One non-voting position on the board shall be reserved for the Department liaison or their designated representative.
  - i. The Organization shall provide public notice of all Board of Directors meetings as prescribed by their by-laws. This is to include (72) hours written notice going to the Department and posted in plain view on the Organization information board.
  - ii. All regular board meetings shall be open to the public.
  - iii. The City will provide a liaison to attend Organization board meetings as deemed necessary by the Department.
10. Each Organization is deemed responsible for the conduct of its participants, coaches and spectators. The Department can require an organization to hire an off duty officer for security if they feel it is in the best interest of the City.
11. It shall be the Organization's responsibility to ensure that no alcoholic beverages are permitted on the premises, inclusive of but not limited to, playing fields, dugouts, bleachers, concession stands, restrooms, parking lots and any commons area, per City Ordinance. This policy is to be inclusive of any individual under the influence of alcohol. League officials will request any such person to leave the premises and if necessary contact the Police.
12. The use of tobacco products such as cigars, cigarettes, smokeless tobacco and pipes is prohibited in all indoor City property venues including, but not limited to, the building entrance and exit ways. Tobacco use is allowed in designated areas which will be clearly marked with signage and markings. Used cigarettes and other tobacco remains are to be deposited in the receptacles provided in these designated use areas.
13. During the term of this agreement the Organization shall operate its own concession stand and all revenues generated from such shall be for the sole and exclusive use of the Organization.
  - i. The Organization shall furnish and maintain all equipment needed and/or used in the concession stand. The Organization shall abide and comply by all city, county and state health and fire code requirements.
  - ii. It shall be the responsibility of the Organization to contact the Harris County Health Department for an annual inspection of the concession stand prior to opening for any season.
    - a. It shall be the responsibility of the Organization to make any alterations or repairs required by the Harris County Health Department.
    - b. It shall be the responsibility of the Organization to provide an annual report to the Department as proof of meeting Harris County Health Department code requirements.
  - iii. The Organization may sublet its concessions based on the following conditions:
    - a. Receive written permission to sublet concessions from the Department.

- i. The Department reserves first right of refusal for concession contractor.
  - b. Concession contractor will be required to acquire a vendor permit from the Department.
- 14. The Organization will be responsible for all game preparations of fields.
  - i. No one under 16 years of age is allowed to operate any motorized equipment used in field preparation or materials transport, to include but not limited to golf carts, infield groomers, 4-wheelers, riding lawnmowers and motorized vehicles.
- 15. The Organization shall provide all bases and base stubs, pitching rubbers, marking chalk/paint and application equipment. The installation of pitching rubbers, bases and base stubs are to be installed per the manufactures instructions.
- 16. At anytime a mechanical batting machine or batting cage is being used, for instruction or practice, an adult league authorized official over the age of 21 must be present to supervise. It shall be the responsibility of the organization to ensure that any league official operating or supervising the use of a mechanical batting machine has been instructed in the proper operation procedures and with all safety precautions.
- 17. The Organization shall report any facility damage, dangerous or unsafe conditions, or unusual or suspicious situations to the Department as soon as possible but no longer than the next business day.
  - i. Any major electrical, utility or structural problems shall be reported to the Department by 12:00 pm the following business day.
  - ii. At no time or under any circumstances is any organization official or bystander allowed to attempt to correct any of these problems.
- 18. The Organization has the right to sell and install signs along the fences and scoreboards of certain designated fields located on the facility. All revenues generated from such use shall be for the sole and exclusive use of the Organization. Signs, including installation materials and methods, shall be approved by the Department before installation.
- 19. The Organization shall:
  - i. Prohibit its coaches and players from hitting balls into any fences unless it occurs in the natural course of a game. This policy is also to include surrounding structures and buildings. Failure to enforce this policy may result in the Organization incurring costs associated with the repairs of the fencing, structures and buildings.
  - ii. Be responsible for keeping the area clean of all trash, paper, boxes, cartons, cans, containers, etc. generated by the concessions stand, spectators, or participants. All such items shall be placed in City provided trash receptacles. This includes, but not limited to, all fields, dugouts, restrooms, concession stands, storage areas, commons areas and parking lots.
  - iii. The Organization is responsible for changing out trash bags in trash receptacles if the trash bag is more than half full. Trash bags are to be placed in dumpsters located at each City owned facility.
  - iv. Supply all locks necessary and provide the Department with either code or keys for locks. At their discretion the Organization has the right to lock access gates to protect prepped

fields. The City reserves the right to remove any locks as deemed necessary by the Department and at the Organization's expense.

- a. Prepped fields are defined as Game-Ready which includes infields dragged, batter boxes chalked, foul-lines chalked and bases placed in their proper locations.
  - b. Organization shall not lock a prepped field more than three (3) hours before the start of a game or tournament.
  - c. Organizations may lock fields during inclement weather when field conditions are not conducive for play.
  - d. Fields are to remain open following the conclusion of practices, games and tournaments and are to remain open until permissible by the above conditions.
  - v. Do all minor plumbing repairs to sinks, drains, etc.
  - vi. Do all watering of infields and outfields as needed and allowed by the Department.
  - vii. Supply all scoreboards and maintain all boards including bulb replacement.
  - viii. Keep all out buildings and rooms clean and free of litter. Storerooms shall be maintained in an orderly and safe condition. Restrooms are not to be used as storerooms for any equipment or supplies.
  - ix. Maintain the premises in a safe and aesthetic manner, i.e. keep all drags and other equipment stored and inaccessible to children.
20. Organizations are responsible for observing proper flag etiquette when displaying state and national flags on facility property.
21. The Organization shall have at least two identified league officials, over the age of 21, to be on duty at all games to supervise activities and conduct including supervision of parking lots.
22. The Organization shall have an official or assigned field coordinator inspect every field (playing surfaces) prior to the first game each day/night of league play or practice for any safety concerns such as holes in the infield or outfield, secure bases, fences, backstops or anything that might be a hazard. All corrections shall be made by the Organization prior to the start of the first game and if this cannot be accomplished play will be suspended until the Department is notified and any repairs can be made.
23. The Organization shall have a written "emergency situation" plan in effect. This plan shall include the shelter in-place plans, evacuation plans and routes and all necessary supervisory assignments and duties.
- i. At least one board member shall be assigned as an Emergency Response Officer to be in charge of all procedures, equipment and shall be responsible for the training of all board members, coaches and volunteers.
  - ii. The Organization shall make "emergency situation" response information available to any out of town teams playing in league play, league tournaments or post season play. Such information shall be included in any and all packets or information given to visiting coaches or managers.
  - iii. The City's Emergency Services Director will be available to assist with all plan and procedures if needed.
24. Organization officials, coaches or volunteers are restricted from driving vehicles of any description on park walkways or turf areas without prior permission. The operation of motor vehicles and/or

parking vehicles on turf areas is prohibited by City ordinance. It is the organization's responsibility to make sure all of their officials, coaches, spectators, participants and volunteers are aware of and comply with this ordinance.

- i. The Department will grant authorization for vehicle traffic for supply pick up and drop off or equipment unloading.
  - ii. Off pavement parking is allowed only in designated overflow parking areas when conditions deem it necessary.
25. The Organization will abide by and establish a line of communication between the Organization's President, or designated representative, and a City appointed liaison.
  - i. The Organization's President, or designated representative, is required to attend all scheduled City sports organization meetings.
26. The Organization may provide information to be included in promotional opportunities through the Fall/Winter, Spring and Summer Parks and Recreation Brochures, electronic marquee, website and Facebook page.
27. The Organization is authorized to use a City facility location, dependent on availability, upon written request three (3) weeks in advance, for the following:
  - i. 24 hours of facility usage for registration purposes, award ceremonies, and meetings at no cost to the Organization.
  - ii. Additional time needed is subject to normal rental fees.

#### **G. Non-Recreation Tournaments**

1. The Department will be notified of all non-recreational tournaments within one (1) week after reservation has been made by the Organization and no later than two (2) weeks prior to tournament taking place. Payment must be received within 30 days after the tournament occurs. Notification of tournament to include dates, who is hosting the tournament, contact information for tournament host, and who any and all net proceeds benefit.
2. Organization may allow non-recreational teams or hosting entity to utilize facilities for tournaments beginning March 1 – October 31 of each year.
  - i. If approved, facilities may be utilized outside of the scheduled use with the restrictions that:
    - a. Annual rye grass must be established on approved fields during requested time.
    - b. Annual rye grass must to be approved by the Department and go through the guidelines of the capital improvement process. Please refer to "General Agreements" item "8."
3. The Organization sponsoring such a tournament will be responsible for all field preparation including any required marking paint, field maintenance, litter control and crowd control during the duration of the tournament.
4. Concession operations will remain with the Organization or as authorized through this agreement.
5. All policies and regulations that apply to the Organization listed in the lease agreement apply to all select teams and hosting entities.
6. Payments: The City will receive from the Organization either the following payment schedule, to be administered by the Organization, or the Organization may seek Council approval for a specific

project in lieu of payment as described below. However if future budgetary restraints on the City occur, the City reserves the right to require the Organization to abide by the following payment schedule, or a variation thereof, as directed by the City at the time of agreement renewal.

- i. The non-recreational team or entity hosting the tournament, game(s) or practice(s) will pay the Organization:
  - a. \$150 per field, per day and/or
    - a. \$25 per field for the first 2 hour time slot and
    - b. \$12.50 for each additional hour thereafter and if required
  - b. \$10 per hour, per field for lights.
- ii. Organization will pay the Department:
  - a. \$50 per field, per day and/or
    - a. \$12.50 per field for the first 2 hour practice or game and
    - b. \$6.25 for each additional hour thereafter and if required
  - b. \$10 per hour, per field for lights.
- iii. In lieu of payment of fees to the City, the Organization may, upon approval from City Council, make an improvement to a City of Deer Park athletic facility used by the organization. The proposal for said improvement to the facility in lieu of payment must be submitted in writing with the formal request for renewal of this agreement as outlined in Sections C-F. In addition, copies of all receipts for the previous year's agreement's contributions must be provided to determine the total funds contributed to the facilities in lieu of payment.

#### **H. Non-Recreation Teams**

1. Use of any City facility is restricted to Organization's that are members of and/or affiliated with a Department approved established state or national association.
  - i. Such registration must comply with all rules of the association/organization and any state or national governing body.
  - ii. Select teams must register and submit the following annual registration with the Department in order to gain access to the fields.
    - a. All non-recreational teams must carry general liability insurance with limits no less than one (1) million dollars. A copy of the policy must be on file with the Board of Directors of the Organization and
    - b. A copy of the completed select team registration form.
2. Recreational league play, practices and associated events take priority and precedence over all non-recreational team play, practices, games, tournaments and associated events.
3. The Association's Board of Directors have the first right of refusal on the availability of fields and dates of all games, practices and tournaments.
4. Concession operations will remain with the Organization or as authorized through this agreement.
5. The Organization will be responsible for all field preparation including any required marking paint, field maintenance, litter control and crowd control.
6. All policies and regulations that apply to the Organization listed in the lease agreement apply to all select teams.

7. Organization may allow non-recreational teams to utilize facilities for practices, games and tournaments beginning March 1 – October 31 of each year.
  - i. If approved, facilities may be utilized outside of the scheduled use with the restrictions that:
    - a. Annual rye grass must be established on approved fields during requested time.
    - b. Annual rye grass must be approved by the Department and go through the guidelines of the capital improvement process. Please refer to "General Agreements" item "8."
8. The Department will receive notification of non-recreational team usage of facilities no later than two (2) weeks prior to utilization.
9. Payments: The City will receive from the Organization either the following payment schedule, to be administered by the Organization, or the Organization may seek Council approval for a specific project in lieu of payment as described below. However if future budgetary restraints on the City occur, the City reserves the right to require the Organization to abide by the following payment schedule, or a variation thereof, as directed by the City at the time of agreement renewal.
  - i. Annual fee of \$250 paid to the Organization annually valid for each calendar year (January 1 – December 31).
    - a. Organization will pay the Department \$100 per non-recreational team registered and provide a list of non-recreational teams registered through the Organization.
    - b. The Department will maintain a city wide non-recreational team master list.
  - ii. The non-recreational team will pay for games and practices:
    - a. Non-recreational teams will pay the Organization:
      - i. \$25 per field for the first 2 hour practice or game and
      - ii. \$12.50 for each additional hour thereafter and if applicable
      - iii. \$10 per hour, per field for lights.
    - b. Organization will pay the Department:
      - i. \$12.50 per field for the first 2 hour practice or game and
      - ii. \$6.25 for each additional hour thereafter and if applicable
      - iii. \$10 per hour, per field for lights.
  - iii. Payment for non-recreational team usage of facilities must be received by the Department no later than the 15<sup>th</sup> of each month for the proceeding month's non-recreational team usage.
  - iv. In lieu of payment of fees to the City, the Organization may, upon approval from City Council, make an improvement to a City of Deer Park athletic facility used by the organization. The proposal for said improvement to the facility in lieu of payment must be submitted in writing with the formal request for renewal of this agreement as outlined in Sections C-F. In addition, copies of all receipts for the previous year's agreement's contributions must be provided to determine the total funds contributed to the facilities in lieu of payment.
- I. Rain-out Policy
  1. Organization must abide by the City adopted Rain-out Policy dated August 1, 2016 (Exhibit A).

**Attachments:**

1. Current Copy of board approved Organization constitution and by-laws.
- ✓2. Proof of Insurance.
- ✓3. List of current officers and Board of Directors.
- ✓4. Proposed annual calendar of events.
5. Copies of all receipts for any current agreement's contributions must be provided to determine the total funds contributed to the facilities in lieu of payment for current agreement.
6. If requesting, written contribution request in lieu of payment.

In case any one or more of the provisions contained in this agreement shall for any reason be held invalid, illegal or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provision thereof and this agreement shall be construed as if such invalid, illegal, or unenforceable provision had never been contained herein.

Nothing in this agreement shall be construed to make the City or its respective agents or representatives liable in situations it is otherwise immune from liability.

Each party represents to the other that the individual signing this agreement below has been duly authorized to do so by its respective governing body and that this agreement is binding and enforceable as to each party.

I have read and I understand the policies and regulations stated herein and agree to abide by them. Failure to abide by these policies and/or regulations may be cause for the revocation of the agreement.

The City of Deer Park enters an agreement with: QUEST YOUTH SOCCER for the sole purpose of playing games and/or tournaments and related activities upon the above agreement, terms and conditions, that certain tract(s) of land in the City of Deer Park, Harris County, Texas to wit:

The City of Deer Park, Texas \_\_\_\_\_ located in \_\_\_\_\_ in said city. This agreement shall be effective from January 1, 20\_\_ through December 31, 20\_\_ but may be sooner.

Signed in duplicate, this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_.

**Authorized organization:**

Name: SCOTT SOTELO

Signature: [Signature]

**Park Board Chairman:**

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

**Parks and Recreation Department Director**

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

**City of Deer Park Mayor**

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

## **EXHIBIT A**

### **Deer Park Athletic Field**

#### **Rain-out Policy**

Practices and games will be held, as long as conditions are safe for participants and do not violate our rules or park guidelines. As a standard, the City of Deer Park will do our best to alert the leagues and rentals via email or phone call with as much notice as possible on practice/game day should fields be unplayable. Please keep in mind that Park closures and practice/game cancellations are determined by the City of Deer Park Parks and Recreation Department which reserves the right to cancel practices/games at any time depending on the current weather and field conditions.

Please call 281-478-7275(PARK) for a recorded message that will provide information in reference to Rainouts and Cancellations during the week after 3:00pm or visit the City of Deer Park Athletics Website at: [www.deerparktx.gov/athletics](http://www.deerparktx.gov/athletics) for status updates. City of Deer Park staff will work with league officials, citizen field rentals, and tournament directors when making decisions on field conditions and the playability of fields at the various athletic sports complexes. League and tournament officials make the final call if their event will play or not based on 1) current weather conditions and 2) if the fields have not been previously closed by the City of Deer Park.

#### ***City of Deer Park Athletic Sports Complex - Determining Field Playability***

Standing water occurs because the ground is saturated. Removing standing water does not eliminate the saturation. It is the saturation, and not standing water, that causes damage and unsafe conditions. Determining the playability of an athletic field is crucial to the continued health of the turf and the sustainability of the field throughout the season. More importantly, determining the playability is vital to the safety and best interests of the participants and patrons to the City

of Deer Park athletic sports complexes. The Department will close its athletic fields if City of Deer Park staff determines that fields are too wet for play, or if other issues arise that would compromise patron safety.

League officials have the responsibility to close fields for play when safety and/or field damage is possible.

*An athletic field should be considered closed for play if any part of the field becomes unsafe for field users or if conditions exist where use will cause damage to the field.*

An athletic field should be considered closed if any of the following conditions exist:

1. There is standing water present on any part of the field that cannot be removed without causing damage to the field.
2. There are muddy conditions present that will not dry by the start of the game.
3. While walking on the field water can be seen or heard with any footstep.
4. If water gathers around the sole of a shoe or boot on any portion of the field.
5. While walking in turf areas any impression of your footprint is left in the surface.
6. While walking on the infield portion of the field, an impression of ½" deep or more is left by a footprint.

*Additional reasons for cancelling games:*

1. It has rained most of the day of the scheduled game and there is standing water on the field.
2. It has rained for several days prior to the scheduled game and the fields are wet to the point where playing the game will destroy the playing surface.
3. It is raining at the time of the scheduled game and the temperature is low enough to make conditions unbearable for the children.
4. The presence of lightning - 3 strikes and you're out. The first lightning strike will cause a 30 minute delay, with subsequent strikes re-setting the 30 minute delay. Three strikes within 30 minutes will result in cancellation.
5. The potential for severe weather is significant enough that it warrants cancellation for the safety of participants and patrons.



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
12/16/2016

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Pullen Insurance Services, Inc. 2560 River Park Plaza, Suite 300 Fort Worth, TX 76116	<b>CONTACT NAME:</b> Sports Division		
	<b>PHONE:</b> (817) 738-6100	<b>FAX:</b> (817) 738-2993	
	<b>E-MAIL ADDRESS:</b> contact@pullenins.com		
	<b>PRODUCER CUSTOMER ID#:</b> STX		
<b>INSURED</b> South Texas Youth Soccer Association 15209 Highway 290 East Manor, TX 78653	<b>INSURERS AFFORDING COVERAGE</b>		<b>NAIC #</b>
	Insurer A: National Casualty Company		11991
	Insurer B: Mutual of Omaha		71412
	Insurer C:		
	Insurer D:		
	Insurer E:		
	Insurer F:		

**COVERAGES****CERTIFICATE NUMBER:** 16003095**REVISION NUMBER:** 0

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSRD	SUBR WVD	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS	
A	<b>GENERAL LIABILITY</b> <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC	X		KRO 6511400	9/1/2016	9/1/2017	EACH OCCURRENCE	\$1,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence)	\$300,000
							MED EXP (Any one person)	\$5,000
							PERSONAL & ADV INJURY	\$1,000,000
							GENERAL AGGREGATE	UNLIMITED
							PRODUCTS - COMP/OP AGG	\$1,000,000
							PARTICIPANT LEGAL LIABILITY	\$1,000,000
A	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS			KRO 6511400	9/1/2016	9/1/2017	COMBINED SINGLE LIMIT (Ea accident)	\$1,000,000
							BODILY INJURY (Per person)	
							BODILY INJURY (Per accident)	
							PROPERTY DAMAGE (Per accident)	
A	<b>UMBRELLA LIAB</b> <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE  DEDUCTIBLE RETENTION \$			XKO 6511500	9/1/2016	9/1/2017	EACH OCCURRENCE	\$4,000,000
							AGGREGATE	\$4,000,000
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under	Y/N	N/A				WC STATUTORY LIMITS	OTH-ER
							E. L. EACH ACCIDENT	
							E. L. DISEASE - EA EMPLOYEE	
							E. L. DISEASE - POLICY LIMIT	
B	<b>PARTICIPANT ACCIDENT MEDICAL</b>			SR2014TX-P-053272	9/1/2016	9/1/2017		\$100,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

This certificate is issued on behalf of South Texas Youth Soccer Association & BAYSA. Certificate Holder is Additional Insured as respects the operations of the Named Insured for sanctioned activities of the state association.

**CERTIFICATE HOLDER**

Dow Park Complex  
C/O Deer Park ISD  
701 East P Street  
Deer Park, TX 77536

**CANCELLATION**

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
12/16/2016

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER	Pullen Insurance Services, Inc. 2560 River Park Plaza, Suite 300 Fort Worth, TX 76116	CONTACT NAME:	Sports Division	
		PHONE:	(817) 738-6100	FAX:
		E-MAIL ADDRESS:	contact@pullenins.com	
		PRODUCER CUSTOMER ID#:	STX	
INSURED	South Texas Youth Soccer Association 15209 Highway 290 East Manor, TX 78653	INSURERS AFFORDING COVERAGE		NAIC #
		Insurer A:	National Casualty Company	11991
		Insurer B:	Mutual of Omaha	71412
		Insurer C:		
		Insurer D:		
		Insurer E:		
		Insurer F:		

**COVERAGES**

CERTIFICATE NUMBER: 16029548

REVISION NUMBER: 0

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADD'L INSRD	SUBR WVD	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC	X		KRO 6511400	9/1/2016	9/1/2017	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$300,000 MED EXP (Any one person) \$5,000 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE UNLIMITED PRODUCTS - COMP/OP AGG \$1,000,000 PARTICIPANT LEGAL LIABILITY \$1,000,000
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS			KRO 6511400	9/1/2016	9/1/2017	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)
A	UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DEDUCTIBLE RETENTION \$			XKO 6511500	9/1/2016	9/1/2017	EACH OCCURRENCE \$4,000,000 AGGREGATE \$4,000,000
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under		N/A				WC STATU-TORY LIMITS E. L. EACH ACCIDENT E. L. DISEASE - EA EMPLOYEE E. L. DISEASE - POLICY LIMIT
B	PARTICIPANT ACCIDENT MEDICAL			SR2014TX-P-053272	9/1/2016	9/1/2017	\$100,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

This certificate is issued on behalf of South Texas Youth Soccer Association & BAYSA. Certificate Holder is Additional Insured as respects the operations of the Named Insured for sanctioned activities of the state association.

**CERTIFICATE HOLDER**

Youth Sports Complex  
City of Deer Park C/O Parks & Recreation Dept.  
270 W. X St.  
Deer Park, TX 77536

**CANCELLATION**

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

12/16/2016

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PRODUCER	Pullen Insurance Services, Inc. 2560 River Park Plaza, Suite 300 Fort Worth, TX 76116	CONTACT NAME:	Sports Division	
		PHONE:	(817) 738-6100	FAX:
		E-MAIL ADDRESS:	contact@pullenins.com	
		PRODUCER CUSTOMER ID#:	STX	
INSURED	South Texas Youth Soccer Association 15209 Highway 290 East Manor, TX 78653	INSURERS AFFORDING COVERAGE		NAIC #
		Insurer A:	National Casualty Company	11991
		Insurer B:	Mutual of Omaha	71412
		Insurer C:		
		Insurer D:		
		Insurer E:		
		Insurer F:		

**COVERAGES**

CERTIFICATE NUMBER: 16024992

REVISION NUMBER: 1

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSRD	SUBR WVD	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS	
A	GENERAL LIABILITY	X		KRO 6511400	9/1/2016	9/1/2017	EACH OCCURRENCE	\$1,000,000
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY						DAMAGE TO RENTED PREMISES (Ea occurrence)	\$300,000
	<input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR						MED EXP (Any one person)	\$5,000
							PERSONAL & ADV INJURY	\$1,000,000
							GENERAL AGGREGATE	UNLIMITED
							PRODUCTS - COMP/OP AGG	\$1,000,000
							PARTICIPANT LEGAL LIABILITY	\$1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						COMBINED SINGLE LIMIT (Ea accident)	\$1,000,000
	<input type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC						BODILY INJURY (Per person)	
A	AUTOMOBILE LIABILITY			KRO 6511400	9/1/2016	9/1/2017	BODILY INJURY (Per accident)	
	<input type="checkbox"/> ANY AUTO						PROPERTY DAMAGE (Per accident)	
	<input type="checkbox"/> ALL OWNED AUTOS							
	<input type="checkbox"/> SCHEDULED AUTOS							
	<input checked="" type="checkbox"/> HIRED AUTOS							
	<input checked="" type="checkbox"/> NON-OWNED AUTOS							
A	UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR			XXO 6511500	9/1/2016	9/1/2017	EACH OCCURRENCE	\$4,000,000
	<input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE						AGGREGATE	\$4,000,000
	DEDUCTIBLE							
	RETENTION \$							
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						WC STATUTORY LIMITS	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)						OTHER	
	If yes, describe under						E. L. EACH ACCIDENT	
							E. L. DISEASE - EA EMPLOYEE	
							E. L. DISEASE - POLICY LIMIT	
B	PARTICIPANT ACCIDENT MEDICAL			SR2014TX-P-053272	9/1/2016	9/1/2017		\$100,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

This certificate is issued on behalf of South Texas Youth Soccer Association & BAYSA. Certificate Holder is Additional Insured as respects the operations of the Named Insured for sanctioned activities of the state association.

**CERTIFICATE HOLDER**

Deer Park Sports Complex  
City of Deer Park C/O Parks & Recreation Dept.  
2766 East Pasadena Blvd  
Deer Park, TX 77536

**CANCELLATION**

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
12/16/2016

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PRODUCER	Pullen Insurance Services, Inc. 2560 River Park Plaza, Suite 300 Fort Worth, TX 76116	CONTACT NAME:	Sports Division	
		PHONE:	(817) 738-6100	FAX:
		E-MAIL ADDRESS:	contact@pullenins.com	
		PRODUCER CUSTOMER ID#:	STX	
INSURED	South Texas Youth Soccer Association 15209 Highway 290 East Manor, TX 78653	INSURERS AFFORDING COVERAGE		NAIC #
		Insurer A:	National Casualty Company	11991
		Insurer B:	Mutual of Omaha	71412
		Insurer C:		
		Insurer D:		
		Insurer E:		
		Insurer F:		

**COVERAGES**

CERTIFICATE NUMBER: 16024990

REVISION NUMBER: 0

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADD'L INSRD	SUBR WVD	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS	
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC	X		KRO 6511400	9/1/2016	9/1/2017	EACH OCCURRENCE	\$1,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence)	\$300,000
							MED EXP (Any one person)	\$5,000
							PERSONAL & ADV INJURY	\$1,000,000
							GENERAL AGGREGATE	UNLIMITED
							PRODUCTS - COMP/OP AGG	\$1,000,000
							PARTICIPANT LEGAL LIABILITY	\$1,000,000
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS			KRO 6511400	9/1/2016	9/1/2017	COMBINED SINGLE LIMIT (Ea accident)	\$1,000,000
							BODILY INJURY (Per person)	
							BODILY INJURY (Per accident)	
							PROPERTY DAMAGE (Per accident)	
A	UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE  DEDUCTIBLE RETENTION \$			XKO 6511500	9/1/2016	9/1/2017	EACH OCCURRENCE	\$4,000,000
							AGGREGATE	\$4,000,000
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under		N/A				WC STATUTORY LIMITS	OTH-ER
							E. L. EACH ACCIDENT	
							E. L. DISEASE - EA EMPLOYEE	
							E. L. DISEASE - POLICY LIMIT	
B	PARTICIPANT ACCIDENT MEDICAL			SR2014TX-P-053272	9/1/2016	9/1/2017		\$100,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

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**CERTIFICATE HOLDER**

Deer Park High School - Clyde Abshier Stadium (South Campus)  
Deer Park ISD  
710 W. San Augustine St.  
Deer Park, TX 77536

**CANCELLATION**

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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## Executive Board Members

President	Scott Sotelo	<a href="mailto:s.sotelo@questysc.org">s.sotelo@questysc.org</a>
Vice President	Vacant	
Club Registrar	Mylo Torres	<a href="mailto:m.torres@questysc.org">m.torres@questysc.org</a>
Treasurer	Jeff Sowers	<a href="mailto:j.sowers@questysc.org">j.sowers@questysc.org</a>
Commissioners	Daren Guertin Brian Holifield	<a href="mailto:d.guertin@questysc.org">d.guertin@questysc.org</a> <a href="mailto:bholifield6@gmail.com">bholifield6@gmail.com</a>
Playoff/Tournament Director	Carlos DeGracia	<a href="mailto:dtamanca@aol.com">dtamanca@aol.com</a>
Sponsorship	Sonja Cantu	<a href="mailto:s.cantu@questysc.org">s.cantu@questysc.org</a>
Recreational Commissioner	Anthony Gonzales	<a href="mailto:agonzales032403@gmail.com">agonzales032403@gmail.com</a>
Purchasing Officer	VACANT	

## Appointed Board Members

Club Secretary	Samantha Sabrula	<a href="mailto:s.sabrsula@questysc.org">s.sabrsula@questysc.org</a>
Challenge Girls Director	Gary O'Brien	<a href="mailto:garycobrien@comcast.net">garycobrien@comcast.net</a>
Texans Boys Director	Ian Spooner	<a href="mailto:spoon281@yahoo.com">spoon281@yahoo.com</a>
Director of Coaching	Anthony Gonzales	<a href="mailto:agonzales032403@gmail.com">agonzales032403@gmail.com</a>
Field Manager	Daren Guertin	<a href="mailto:d.guertin@questysc.org">d.guertin@questysc.org</a>
Game Director	Mylo Torres	<a href="mailto:m.torres@questysc.org">m.torres@questysc.org</a>
Uniform Officer	Vacant	

## 2017 Fall Season Recreational and Competitive

1. Preseason Training August 7th - 11th
2. Competitive Teams begin practice August 14th
3. Recreational Teams begin practice August - 21th
4. Recreational Games Begin September 9th
5. Recreational Games End November 18th
6. Competitive Teams End December 2nd



## Quest 2017 Events and Schedule

<b>Month of June –</b>	<b>(Girls)</b> Open training Tuesdays, Wednesdays, Thursdays. Time: 6-00p – 9:00p <b>(Boys)</b> Open Games Fridays Time: 7:00p – 8:30p
<b>Month of July -</b>	Girls Open training Tuesdays, Wednesdays Thursdays. Time: 6-00p – 9:00p <b>(Boys)</b> Open Games Fridays Time: 7:00p – 8:30p
<b>Month of August-</b>	Aug 7 <sup>th</sup> – 10 <sup>th</sup> Preseason Camps Boys and Girls Time: 5:30p – 9:00p Aug 11 <sup>th</sup> Season Practice begins Boys and Girls Days: Monday – Thursday Time 5:30p – 9:00p
<b>Month of September</b>	Sept 16 <sup>th</sup> Games begin Boys and Girls Days: Saturdays Times: 9:00a – 4:00p
<b>Month of October</b>	Season- Practice and Games
<b>Month of November</b>	Season- Practice and Games
<b>Month of December</b>	Dec 10 <sup>th</sup> Season Ends Dec 18 <sup>th</sup> – 21 <sup>st</sup> Winter Camp Boys and Girls 6:00p – 9:00p



## Quest YSC CONSTITUTION

Original Constitution date: January 1, 2003

Latest Revision: May 2011

### Article I – Title

The organization shall be known as **Quest Youth Soccer Club**, herein after referred to as **QYS C**, and shall be a non-profit organization.

The boundaries of QYSC with in the County of Harris County shall be: North - South end of Fred Hartman Bridge along the Texas coastline, West down HWY 225 to Allen Genoa Road. West - Allen Genoa Road to Genoa Red Bluff Road. South – Genoa Red Bluff Road to Red Bluff Road, South on Red Bluff Road to Underwood Road. East– The Texas coastline starting from the Lower San Jacinto Bay to the Port of Houston.

The primary color of QYSC shall be Royal Blue Secondary color Orange Accent color White.

### Article II – Purpose and Objectives

**QYSC** shall teach good sportsmanship, promote physical health, develop and promote the game of soccer among youth participants and adult sponsors. To achieve this objective, **QYSC** will provide a supervised program under the rules of the US Soccer Federation down to Bay Area Youth Soccer Association. **QYSC** shall provide the youth of our community with the best instruction and available examples. **QYSC** shall also support the concept that recreational youth soccer is for our children, while encouraging and supporting the player's choice of advancement to competitive play. **QYSC** shall operate exclusively as a non-profit organization providing a supervised program of soccer games in accordance with section 501 (c-3) of the Federal Internal Revenue Code. **QYSC** will uphold all city agreements.

### Article III – Government

**Section 1** The management of the property and affairs of **QYSC** shall be under the President and the Board of Directors.

**Section 2** Annual elections of the Board of Directors will be held the first scheduled meeting of **QYSC** in December. The officers shall serve from January until the election and qualification of their successors. The fiscal year is from January 1 to December 31 of each year.

**Section 3** The officers listed below are elected for a term of two years and are eligible for reelection to the same office with no term limits. Elections will be held each year with ½ of the Board positions eligible for election. The following positions will be elected on rotating years:

Odd Numbered Years: President, Discipline and Protest, Fundraising-Sponsorship-Publicity, Registrar

Even Numbered Years: Commissioner, Small Sided Coordinator, Purchasing Officer, Treasurer



The officers listed above will be considered the Executive Board and will be the only board members that can vote, except for the President who only votes as a tie breaker. The officers listed below are appointed by the President with Board approval for a term of two years and are eligible for re-appointment to the same office with no term limits. If the President does not fulfill the two-year term for any reason, these officers retain their position until their term is up. The appointed positions can sit on the board of directors but are not considered the Executive Board and do not have a vote. Their role and responsibilities are vital to the operation of the club.

Appointed by President (Operational)

Scorekeeper, Scheduler, Director of Coaching, Secretary, Field Manager

#### Section 4

The Board shall have at least one regularly scheduled monthly meeting. Special meetings shall be called by the President with at least forty eight (48) hours notice. All board members are expected to make every effort to be in attendance of all scheduled meetings. At any scheduled meeting or special meeting it shall require a majority of the total number then in office in order to vote. (Quorum) Each Executive Board member shall have one vote, with the exception of the President, who shall vote only in tie breaking situations.

#### Section 5

The Board shall schedule regular Club meetings on a monthly basis. Special meetings shall be called by the President with at least forty eight (48) hours' notice. All members of QYSC are encouraged to be in attendance of all regular scheduled Club meetings. Those eligible to vote at Club meetings shall be the Board of Directors and one vote for each team in good standing. The team's coach, who may vote or assign his vote, represents his team. Coaches must submit up to 2 assistant coaches and a team parents as registered with QYSC by September coaches' meeting. One of those listed may vote for the team if the coach is not available. The coach must notify the QYSC secretary of anyone else voting, (other than those three) in writing, prior to the meeting in question. A member in attendance, although representing more than one position (Board member, Head Coach or coaching more than one team) is allowed only one vote. There will be no voting by proxy. All meetings will be run according to the current edition of "Robert's Rules of Order".

#### Section 6

No members of the same household, spouses or blood relatives may hold board positions at the same time.

Vacancies in the Board shall be filled by appointment of the President with the approval of a majority of the Board of Directors. Should the office of President become vacant, The Discipline and Protest officer shall become President and the D&P position is filled by appointment. Should a Board member be found negligent, not responsive to the needs of QYSC, in violation of the Club Code of Ethics, or is destructive to the purposes and objectives of QYSC, he/she may be removed from the Board by impeachment.



The Board members and six (6) coaches (not currently on the Board, selected by the quorum of Executive Board members. No Executive Board member can choose more than 1 coach.) representing each division (D4, D3, D2, S2, D1) of teams, shall hear the impeachment. The board member being impeached will have 7 days to prepare for the hearing once notified. The 6 coaches and a quorum of the Board of Directors shall decide if impeachment is warranted. The Board member that is impeached has 5 days to appeal. The appeal will be made to the Baysa D&P. The Board member will not be able to vote until the appeal is heard and has been ruled on by the Baysa D&P. Under normal circumstances, the President is the only member who may call an impeachment hearing. However, should the President be the Board member in question or non-responsive to the grievance in question, a special hearing may be called by the D&P officer, and a vote for impeachment requested.

#### **Article IV – Scholarships**

Grants for registration and or camp fees, when requested shall be awarded based on need. The request will be in writing and kept confidential. All grants shall be decided upon by the board.

#### **Article V – Amendments**

##### **Section 1**

This constitution or any section thereof, may be amended or repealed by a two-thirds vote of the members present at any special meeting.

##### **Section 2**

Any amendment to the Constitution shall appear in the published meeting minutes before it can be voted on. All amendments shall include an effective date. An annual review of the constitution and by-laws shall be conducted each year.

#### **Article VI – Conflict of Interest Policy**

##### **Section 1- Purpose**

The purpose of the conflict of interest policy is to protect this tax-exempt organization's (Quest) interest when it is contemplating entering into a transaction or arrangement that might benefit the private interest of an officer or director of the Organization or might result in a possible excess benefit transaction. This policy is intended to supplement but not replace any applicable state and federal laws governing conflict of interest applicable to nonprofit and charitable organizations.

##### **Section 2- Definition**



**Interested Person-** Any director, principal officer, or member of a committee with governing board delegated powers, who has a direct or indirect financial interest, as defined below, is an interested person.

**Financial Interest-** A person has a financial interest if the person has, directly or indirectly, through business, investment, or family.

1. a. An ownership or investment interest in any entity with which the Organization has a transaction or arrangement.
2. b. A compensation arrangement with the Organization or with any entity or individual with which the Organization has a transaction or arrangement, or
3. c. A potential ownership or investment interest in, or compensation arrangement with, any entity or individual with which the Organization is negotiating a transaction or arrangement.

Compensation includes direct and indirect remuneration as well as gifts or favors that are not insubstantial.

A financial interest is not necessarily a conflict of interest. Under Article III, Section 2, a person who has a financial interest may have a conflict of interest only if the appropriate governing board or committee decides that a conflict of interest exists.

### **Section 3- Procedures**

**Duty to Disclose-** In connection with any actual or possible conflict of interest, an interested person must disclose the existence of the financial interest and be given the opportunity to disclose all material facts to the directors and members of committees with governing board delegated powers considering the proposed transaction or arrangement.

**Determining Whether a Conflict of Interest Exists-** After disclosure of the financial interest and all material facts, and after any discussion with the interested person, he/she shall leave the governing

board or committee meeting while the determination of a conflict of interest is discussed and voted upon. The remaining board or committee members shall decide if a conflict of interest exists.

**Procedures for Addressing the Conflict of Interest-**

1. a. An interested person may make a presentation at the governing board or committee meeting, but after the presentation, he/she shall leave the meeting during the discussion of, and the vote on, the transaction or arrangement involving the possible conflict of interest
2. b. The chairperson of the governing board or committee shall, if appropriate, appoint a disinterested person or committee to investigate alternatives to the proposed transaction or arrangement.
3. c. After exercising due diligence, the governing board or committee shall determine



whether the Organization can obtain with reasonable efforts a more advantageous transaction or arrangement from a person or entity that would not give rise to a conflict of interest.

4. **d.** If a more advantageous transaction or arrangement is not reasonably possible under circumstances not producing a conflict of interest, the governing board or committee shall determine by a majority vote of the disinterested directors whether the transaction or arrangement is in the Organization's best interest, for its own benefit, and whether it is fair and reasonable. In conformity with the above determination it shall make its decision as to whether to enter into the transaction or arrangement.

#### **Violations of the Conflicts of Interest Policy-**

1. **a.** If the governing board or committee has reasonable cause to believe a member has failed to disclose actual or possible conflicts of interest, it shall inform the member of the basis for such belief and afford the member an opportunity to explain the alleged failure to disclose.
2. **b.** If, after hearing the member's response and after making further investigation as warranted by the circumstances, the governing board or committee determines the member has failed to disclose an actual or possible conflict of interest, it shall take appropriate disciplinary and corrective action.

#### **Section 4- Records of Proceedings**

The minutes of the governing board and all committees with board delegated powers shall contain:

1. **a.** The names of the persons who disclosed or otherwise were found to have a financial interest in connection with an actual or possible conflict of interest, the nature of the financial interest, any action taken to determine whether a conflict of interest was present, and the governing board's or committee's decision as to whether a conflict of interest in fact existed.
2. **b.** The names of the persons who were present for discussions and votes relating to the transaction or arrangement, the content of the discussion, including any alternatives to the proposed transaction or arrangement, and a record of any votes taken in connection with the proceedings.

#### **Section 5- Compensation**

1. **a.** A voting member of the governing board who receives compensation, directly or indirectly, from the Organization for services is precluded from voting on matters pertaining to that member's compensation.
2. **b.** A voting member of any committee whose jurisdiction includes compensation matters and who receives compensation, directly or indirectly, from the Organization for services is precluded from voting on matters pertaining to that member's compensation.



3. c. No voting member of the governing board or any committee whose jurisdiction includes compensation matters and who receives compensation, directly or indirectly, from the Organization, either individually or collectively, is prohibited from providing information to any committee regarding compensation.

## Section 6- Annual Statements

Each director, principal officer and member of a committee with governing board delegated powers shall annually sign a statement which affirms such person:

1. a. Has received a copy of the conflicts of interest policy
2. b. Has read and understands the policy,
3. c. Has agreed to comply with the policy, and
4. d. Understands the Organization is charitable and in order to maintain its federal tax exemption it must engage primarily in activities which accomplish one or more of its tax-exempt purposes.

## QYSC Working Rules

### Financial Protocol

1. **A. Finance Committee.** The Quest President shall appoint a Finance Committee chaired by the Quest Treasurer and a minimum of three other Quest members. It shall be the duty of this committee to prepare a budget for the fiscal year which begins the first day of March and ends the last day of February. The committee shall submit the budget to Quest at its membership meeting. A club member shall not serve on both the Finance committee and the Audit committee in the same fiscal year.
2. **B. Audit Committee.** An Audit Committee composed of at least two board members and two other club members shall be appointed by the Quest President each year. The committee shall select its chair. It shall be the duty of this committee to review all club expenses for the previous fiscal year and provide a report to the club membership no later than the July membership meeting. The Chair of the Audit Committee shall also be the point of contact for an independent review which shall be conducted every two years. A club member shall not serve on both the Finance committee and the Audit committee in the same fiscal year.

1. **C. 990 Filing.** IRS form 990 shall be filed by the Quest Treasurer with the IRS each year no later than May 1. A copy of the filed 990 form shall be presented to the Quest Board of Directors no later than May Board of Directors meeting. It shall be presented to the general membership no later than the May membership meeting. A copy of the form shall also be



provided to the BAYSA treasurer each year. The Quest board of directors may approve a private accounting firm to file.

**1. D. Financial Responsibility.** Quest Youth Soccer Club will maintain financial responsibility by utilizing the following measures:

- • The club membership shall approve a budget submitted by the Finance Committee each February at the membership meeting.
- • The Quest treasurer shall track club expenses monthly and provide a report at the membership meetings to the club membership showing these expenditures and how they impact the budget.
- • Any single budgeted expenditure that exceeds \$300.00 must be approved by the board of directors. Any expense that is not part of the approved club budget shall require approval by the general membership.
- • All reimbursable expenses shall be submitted to the Quest Treasurer with the original receipts and a check request form. These expenses shall be approved by the board of directors. Sales tax is not reimbursable.
- • All expenses of the club must be filed by the treasurer with either an approved check request form or an original invoice or bill.
- • The club shall authorize no less than three club officers to have signature authority on the accounts at the bank. The authorized officers shall be at least the president, the treasurer and the secretary. Any additional officers must have approval of the board of directors prior to receiving signature authority.
- • Any club check written for over \$200.00 must be signed by at least two authorized signers of the club.
- • A fiscal review will be conducted by an independent CPA or Book keeper at least every two years. This activity shall be managed by the Audit committee.

## **Position Role and Responsibilities**

### **President**

- 
- - Hold Board of Directors accountable for their roles and responsibilities
- - Represent the club at BAYSA and STYSA meetings
- 
- - Represent club interests at local city meetings
- - Preside over monthly club meetings
- - Provide an agenda to the Board and membership in advance of the meetings

### **Secretary**

-



- - Sits on executive committee for impeachments
- - Sits on Team Committee
- - Record minutes of meetings and sends them out for review before the next schedules meeting

#### Vice President - Discipline and Protest

- 
- - Sits on Coaches Committee
- - Deals with all D&P issues
- - Will run meetings in the absence of the president
- - Attend Weekly D&P BAYSA meetings during the season

#### Commissioner

- 
- - Head of the Coaches Committee
- - Player representative for all teams U9 & Up
- - Searches for coaches for teams U9 & Up

#### Registrar

- 
- - Head of the Team Committee
- - Will register new players into club membership using Affinity (U5-U19)
- - Will assign coaches according to Coach Committee direction
- - Will initiate the approval of play up requests
- - Will initiate the approval of refunds and forward paperwork to Treasurer for payment
- - Responsible for getting Affinity ready for seasonal play

#### Scheduler

- 
- - Sits on Team Committee
- - Will coordinate with BAYSA for field availability and scheduling for the season
- - Will communicate any changes to the schedule between teams and BAYSA
- - Work with Field Manager for field availability

#### Director of Coaching

- 
- - Sits on Coaches Committee



- Responsible for Coaches education and Certificates
- Responsible for training material for the coaches
- Responsible for the Qualifying/D1 oversight committee

#### Field Manager

- 
- Sits on Tournament & Playoff Committee
- Field and facility maintenance
- Scheduling and coordinating field days
- Responsible for field status
- Coordinates the needs of supplies to maintain the fields during the season with Purchasing Officer (nets, paint, goals, etc..)

- Communicates with the City the needs of the club (lights, mowing, etc..)
- Responsible for seasonal inventory of what the clubs owns and sending a report to Treasurer.

#### Treasurer

- 
- Sits on Uniform Committee
- Maintain and report on financial standing of club at monthly meeting
- Accept payments and issue credits
- Propose annual budget to membership for approval
- Pays club bills on time
- 
- Works with CPA to prepare yearend tax returns.
- Presents signed tax returns to Executive Board and Club membership before the tax filing deadline.
- Determine 1099s are prepared and mailed as needed by the applicable deadlines

#### Tournament/Playoff Director

- 
- Head of the Tournament Committee
- Coordinate and publicize all in-house tournaments
- Facilitate playoff coordination and communication

#### Small Field Coordinator

- 
- Sits on Team Committee
- Responsible for blind draft for U5-U8
- Communicates between the U5-U8 coaches and Registrar
- Responsible for U5-U8 in-house game schedules
- Responsible for finding coaches for teams that do not have one at the U5-U8 age groups
- Responsible for all in-house referees if we use them

#### Scorekeeper

- 
- - Sits on Coaches Committee
- - Responsible for collecting game cards weekly and entering score into Striker 7
- - Responsible for communicating to the coaches of any missing game cards      - - Responsible for getting the game cards to BAYSA in the appropriate time

#### Purchasing

- 
- - Heads Uniform Committee
- - Reviews all purchases and signs off
- - Keeps inventory of the uniforms

#### Fundraiser/Publicity

- 
- - Sits on Tournament & Playoff Committee
- - Helps publicize club registrations      - - Initiates fundraisers for the club
- 
- - Keeps inventory of the uniforms

Position role and responsibilities are subject to change and will be amended as needed. Vacant position roles and responsibilities will be divided among the board members by the President.

#### Assigned Decision Committee:

**Assigned Decision Committee** – Coaches, Uniforms, Teams, & Tournaments.

The decision committees are empowered to make decisions in the areas of their charter. Only a majority vote of the executive committee can over-turn a committee decision.

**Coaches** – approval, licensing, team assignment, scorecards

Members:

Commissioner (Tie Breaker & Head of Committee)

D&P

DOC

Scorekeeper

**Uniforms** – Quotes, approval, ordering, distribution Members:

Purchasing (Head of Committee)

Treasurer

Secretary

**Teams** – Registration, draft, team assignment, refunds

Members:

Registrar (Head of Committee)



Small Sided Coordinator  
Scheduler

**Tournaments & Playoffs-** Coordinate tournaments, playoffs, and sponsorship

Tournament Director (Head of Committee)

Field Manager

Fundraising-Sponsorship-Publicity

#### **Team Section:**

All non QYSC teams must request a scrimmage to the QYSC field scheduler 7 days prior to the date of the requested scrimmage on a QYSC field. The field scheduler will communicate with the QYSC field manager for field accessibility. Non QYSC teams will be allowed one scrimmage per month with a certified FIFA referee or QYSC board member present. All QYSC teams must also submit a scrimmage request on QYSC fields 7 days prior to scrimmage date. These requests are solely for the purpose of friendly scrimmages, and not for training. In case of incident or injury, the coaches will notify the field scheduler within a 24 hour period. Any team failing to follow the proper scrimmaging request procedure will be subject to the loss of QYSC field access for scrimmages for the present season.

#### **Local Recreation / In-House (Division IV)**

##### **A. Coaches**

1. All coaches must fill out an application and be accepted by the board before they are eligible to coach for the **QYSC**.
2. In the event that more coaches apply than there are teams, the board or appointed committee shall select the most qualified coach.

##### **B. Team Formation**

- 1 The formation of all teams shall be approved by the board.
- 2 The formation shall be conducted within local & state level guidelines.

#### **Recreational (Division III)**

##### **A. Coaches**

- 1 All coaches must fill out an application and be accepted by the board before they are eligible to coach for the **QYSC**.
- 2 In the event that more coaches apply than there are teams, the board or appointed committee shall select the most qualified coach.

##### **B. Team Formation**

1. The formation of all teams shall be approved by the board.
2. Team formation shall be conducted under the Core System as described in the STYSA Administrative Handbook.



3. All players eligible to play U11-U19 soccer will make themselves available for the Club competitive tryouts.
4. Players, unless otherwise requested, will return to their existing team until they reach the 11 aside fields
5. Players may request not to return to existing team. Any player who chooses not to return to their team will be placed in a blind draft.
6. All two year play-ups must be submitted to the board for approval before being allowed to play.
7. Every effort will be made so that players are placed on the youngest team for which they qualify.

## **Competitive (Division II)**

### **A. Coaches**

- 1 All coaches must fill out an application and be accepted by the board before they are eligible to coach for the QYSC.
1. 2 In the event that more coaches apply than there are teams, the board or appointed committee shall select the most qualified coach.

### **B. Team Formation**

1. 1 The formation of all teams shall be approved by the board.
2. 2 Team formation shall be as described in the STYSA Administrative Handbook.
3. In any age division, the Board of Directors or appointed committee will decide whom the A, B, C coaches are. Super II teams will be formed ahead of Blue Teams.
4. All players must attend at least one tryout for their appropriate age and gender as described in the STYSA Administrative Handbook.
5. Players may also attend older level tryouts.
6. The board must approve all play up requests.
7. When a player registers late, all Blue teams, in order, have first refusal for that player before he/she is drafted in the Red Division.
8. A list of all age appropriate players will be given to all approved coaches.
9. QYSC will set the tryout dates, location, and times, following STYSA recommendations. At least one tryout must be held after 2nd registration is complete by all competitive teams.
10. Coaches will have tryout dates, times and location to be handed out at all Quest walk-up registrations.
11. A list of selected players must be turned in 3 days after last tryout has been completed so players can be made available to other teams as early as possible.
12. No incoming U11 team may have any kind of a tryout until May 1 of the seasonal year.
13. Play-up limit will be as described in the BAYSA Administrated Handbook for U11 team.

All division rules and regulations shall meet guidelines set in STYSA and BAYSA Handbook (Latest revision).

## **Qualifying and Division 1 Rules (Division I)**



#### **A. Coaches**

- 1.
1. All coaches and teams must fill out an application and be accepted by the oversight committee (appointed by DOC) before they are eligible to coach for the QYSC.
2. If more coaches apply than there are teams, the board or appointed committee shall select the most qualified coach.

#### **B. Team Formation**

1. Teams will be allowed to play through Quest if they are a Quest team that has played through Quest to achieve the EDDOA status. No independent or affiliated EDDOA teams from other clubs moving over.
2. The formation of all teams shall be approved by the board.
3. Team formation shall be as described in the STYSA Administrative Handbook.
4. In any age division, the Board of Directors or appointed committee will decide whom the A, B, C coaches are. Division 1 teams will be formed ahead of Super 2 and Blue Teams.
5. All players must attend at least one tryout for their appropriate age and gender as described in the STYSA Administrative Handbook.
6. Players may also attend older level tryouts.
7. The board must approve all play up requests.
8. When a player registers late, all Division 1 teams, in order, have first refusal for that player before he/she is drafted in the Red Division.
9. A list of all age appropriate players will be given to all approved coaches.
10. QYSC will set the tryout dates, location, and times, following STYSA recommendations. At least one tryout must be held after 2nd registration is complete by all competitive teams.
11. 11 Coaches will have tryout dates, time and location information to be handed out at the QYSC registrations.
12. 12 A list of selected players must be turned in 5 days after last tryout has been completed so players can be made available to other teams as early as possible.
13. 13 No incoming U11 team may have any kind of a tryout until May 1 of the seasonal year.
14. 14 Play-up limit will be as described in the BAYSA Administrated Handbook for U11 team.

All division rules and regulations shall meet guidelines set in STYSA and BAYSA Handbook (Latest revision).



## Legislation Details (With Text)

**File #:** AGR 17-037    **Version:** 1    **Name:**  
**Type:** Agreement    **Status:** Agenda Ready  
**File created:** 8/9/2017    **In control:** City Council  
**On agenda:** 8/15/2017    **Final action:**  
**Title:** Consideration of and action on the Youth Sports Organization Utilization Agreement with the Deer Park Pony Baseball for 2017.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** [2017 Deer Park Pony Baseball Sport Organization Utilization Agreement](#)

Date	Ver.	Action By	Action	Result
8/15/2017	1	City Council		

Consideration of and action on the Youth Sports Organization Utilization Agreement with the Deer Park Pony Baseball for 2017.

Summary:

The Youth Sports Organization Utilization Agreement for the use of athletic facilities is designed to ensure that athletic facilities owned and/or operated by the City of Deer Park Parks and Recreation Department are utilized efficiently and safely. All Deer Park youth sports programs sponsored by the City are intended to enhance and enrich the interest of our youth and to promote participation in wholesome recreational activities; in addition to an agreement to share the responsibility of caring, improving, and maintaining the facilities.

The Parks and Recreation Department understands the importance of having a consistent and fair agreement in place between all of the individual organizations and the City to address the expectations, responsibilities, obligations, liabilities, authority and terms. The Department has worked with the Youth Sports Organizations to get the individual agreements signed by the Organization, acknowledged by the Director, and have received the recommendation by the Parks and Recreation Commission to formally be adopted by Council to begin in 2017.

On August 7, 2017, the Parks and Recreation Commission reviewed and made their recommendation to approve the Deer Park Pony Baseball Utilization Agreement beginning August 7, 2017 through December 31, 2017 and their written contribution request for "in lieu of" projects for 2017 and 2018. Attached you will find a copy of the proposed Youth Sports Organization Utilization Agreement for the Deer Park Pony Baseball and their "in lieu of" statement.

Fiscal/Budgetary Impact:

None

Authorize the Youth Sports Organization Utilization Agreement with the Deer Park Pony Baseball for 2017 and their written contribution request for their "in lieu of" projects for 2017 and 2018.



# City of Deer Park

## Parks and Recreation Department

### Sport Organization Utilization Agreement

This agreement for the use of athletic facilities is designed to ensure that athletic facilities owned and/or operated by the City of Deer Park, hereinafter referred to as "City" and the Parks and Recreation Department, hereinafter referred to as "Department", are utilized efficiently and safely. All Deer Park sports programs sponsored by the City and all Sports Organizations, hereinafter referred to as "Organization", are intended to enhance and enrich the interest of our citizens and to promote participation in wholesome recreational activities; in addition to an agreement to share the responsibility of caring, improving, and maintaining the facilities.

In order to establish a mutual understanding and working relationship between various organizations and the City, the following is agreed to by all parties concerned. The City reserves the right to make field assignments that will best serve the citizens of the city. Any and all fields can be assigned or reassigned to use by any organization on a yearly basis depending on the recreational registration numbers and needs.

#### A. Definition:

- i. **Recreation(al) Team(s):** To qualify as a recreational team the following requirements must be met:
  - a. Team(s) must be associated with the Organization which has an agreement with the City for that particular sport and age.
  - b. All league team(s) must play a portion of the league games within the City assigned complex(es) for the Organization.
  - c. In addition to the above criteria, one (1) of the following requirements must be met:
    - a. Teams must adhere to the Organization's National Sports Association rules and guidelines for recreation for all Teams; or
    - b. Organization sponsored practices and trainings for team(s) must be coached and trained by volunteer coach(es)/trainer(s)/instructor(s) and one of the following requirements must be met as well:
      - i. Team(s) must be drafted each season with no more than forty percent (40%) of team participants being able to be held by the Team.

- ii. Team(s) must have less than forty percent (40%) of team participants actively participating on a non-recreational team.
- ii. **Recreation(al) Tournament(s):** To qualify as a recreational tournament the following requirements must be met:
  - a. Tournament(s) must be associated with the Organization which has an agreement with the City for that particular sport.
  - b. In addition to the above criteria one (1) of the following requirements must be met as well:
    - a. At least 50% of the teams participating in the tournament are recreational teams as defined above; or
    - b. The Organization is host of an advanced qualifying recreational league tournament.
- 2. **Non-Recreation(al):** Teams and Tournaments that do not meet the established criteria above are to be considered non-recreation(al).

**B. Term**

- 1. This agreement shall be for a term of up to one (1) calendar year beginning on the date of full execution hereof concluding on December 31 of each calendar year, unless terminated by either party upon thirty (30) days advance written notice to the other party. Any Organization that holds a current valid agreement, in compliance with the City, for the use of any athletic facility(ies) for the previous year will have the opportunity to renew that agreement for the following year. Agreements will be taken before City Council annually each December to approve for the following calendar year.

**C. Option to renew**

- 1. Renewal of this agreement for an additional term shall be conditioned upon the following terms:
- 2. That a request for renewal be initiated by the signing of a new agreement by the Organization's president, with a copy of the annual report, prior to October 31st of each year.
- 3. That the Organization provided the following information prior to the start of the season:
  - i. Copy of approved current constitution and by-laws for Organization.
  - ii. List of current Organization officers and board members with addresses, phone numbers, and email.
  - iii. Proposed Organization schedule of events.
  - iv. Copy of Organization's general liability insurance policy.
- 4. Seek recommendation for approval by Parks and Recreation Commission.
- 5. Approval by the City Council in December of each year.

#### **D. General Agreements**

1. The Organization understands that the City is the sole owner of the facilities and any contribution of services, amenities and cash or donation on the part of the Organization does not imply ownership on behalf of the Organization.
2. Use of City facilities are for the primary recreational use of citizens living within the incorporated city limits.
  - i. Other priority users include any persons living within the Deer Park Independent School District boundary lines.
  - ii. 75% of all Organization must be comprised of either City of Deer Park residents or those living within the Deer Park Independent School District boundary lines (local).
    - a. If an Organization does not meet the above criteria, the Organization must provide annually the "Plan of Action" to increase the local participation percentage in an effort to achieve the criteria.
  - iii. No citizen living within the City limits may be turned away for a participant living outside the city limits.
  - iv. Any person(s) and/or team living outside of the established boundaries will not have priority for use of any city owned facility. This is to include league play or practice.
3. All persons within the established boundaries will be offered the opportunity to participate in all the Organization's programs regardless of gender, race, national origin, religion or disability in accordance with present state and federal law.
4. Organization shall not change any affiliation with a state or national association or change the "age grouping" of their leagues that will affect another established organization without just cause and prior approval of the Parks and Recreation Department. An Organization shall not arbitrarily change its league structure to offer "age grouping" that is already in existence in another organization or league.
5. Organization must operate as a non-profit association, as set forth by the Internal Revenue Service.
  - i. All financial documents and records are subject to audit per request of the City.
6. The Organization will have first rights of refusal, for their designated facilities, for all activities outside of the Organizations structured use.
  - i. Only authorized camps or clinics cosponsored by either the utilizing Organization or City, with all proceeds benefiting the Organization or the City, are permitted.
7. The Organization shall not collect admission fees nor require the public to pay other charges to attend practice, games or recreational tournaments at City facilities.
8. No construction or alterations may be done on City property/facility without the authorization of the City. Any approved construction will become the sole property of the City at the conclusion of construction and acceptance by the City. All capital improvement projects will go through the relevant formal City process.
9. Advertising is permitted at City facilities only with the prior approval of the Parks and Recreation Department.
10. The Organization will not allow any other organization, association or group to use the facility without prior written approval of the Parks and Recreation Department.

- i. For-profit organizations or associations are eligible to use City facilities, only with written authorization from the Parks and Recreation Department.
  - ii. City facilities to be used for personal profit, by any individual, must have written authorization by the Parks and Recreation Department.
- 11. All Board of Directors members and managers are recommended to have completed a current applicable training program from a recognized state or national youth sports association. It is required that all head coaches involved in the league have such up to date training.
- 12. All league officials, coaches, managers, umpires and any other person(s) involved with the Organization's activities shall have a valid personal background check performed annually and with the results being kept in a confidential file by the Board of Directors.

#### **E. Obligation of the City**

- 1. To provide athletic facilities to be utilized efficiently and safely to enhance and enrich the interest of our youth and to promote participation in wholesome recreational activities.
- 2. To seek recommendation and approval by the Parks and Recreation Commission and City Council for contract renewal.
- 3. Use of City facilities are for the primary recreational use of citizens living within the incorporated city limits.
  - i. Other priority users include persons living within the Deer Park Independent School District boundary lines.
- 4. To ensure the Organization has first rights of refusal, for their designated facilities, for all activities outside of the Organization's structured use.
- 5. To oversee, manage, and accept all capital improvement projects for athletic facilities.
- 6. To approve advertising permitted at athletic facilities.
- 7. The Department is obligated to manage all City facility usage.
- 8. The City will provide maintenance and repairs to athletic facilities and more specifically as follows:
  - i. Will prepare all playing surfaces, buildings and grounds on City owned property prior to the beginning of the recreational league season and as deemed necessary by the Department.
    - a. Maintain playing surfaces to include leveling and drainage work deemed necessary by the Department.
    - b. Maintain all goals, fences, bleachers and gates in a safe and secure condition.
    - c. Maintain structural integrity of concession stands, restrooms and storage buildings including repair or replacement of damaged roofs, doors and windows.
    - d. Make major plumbing repairs for restrooms, sinks, urinals and commodes, electrical repairs and air conditioning unit repairs as deemed necessary by the Department.
    - e. Paint all structures as deemed necessary by the Department.
    - f. Maintain all area and field lighting. Repair and replace lights, poles, wiring, fuses, transformers and other equipment related to the lighting of each field.
      - a. Attempt to maintain at least 75% of the potential lighting for field or pole during regularly scheduled season.

- b. The Department will maintain lighting schedules for facilities with automatic lighting system.
      - i. All additional lighting changes, outside of regular schedule, will be performed within 3 business days of receipt of written request.
    - g. Maintain all field irrigation system(s).
      - a. Watering schedules are managed and authorized by the Department.
      - b. The Department reserves the right to restrict watering schedules if conditions deem it necessary.
    - h. To provide, inspect and maintain AED units, fire extinguishers and pest control service at all City facilities.
  - 9. Maintain all turf areas on the fields to include, but not limited to mowing, weed control, fertilization and herbicide spraying.
    - i. Department mowing routines allow for mowing of playing surfaces twice a week during scheduled season play.
    - ii. Department mowing routines allow for surrounding grounds mowing once every other week.
    - iii. Mowing routines are subject to change based on field conditions or as deemed necessary by the department.
    - iv. If any organization wants a more frequent mowing routine it becomes their responsibility.
      - a. The Organization must receive prior written approval before beginning additional mowing.
      - b. The Organization will be responsible for all damages occurring from additional mowing if damages should occur.
    - v. All additional herbicide, fertilization and overseeding applications will be performed by the Department upon request and with funds provided by the Organization.
  - 10. Furnish trash receptacles and trash liners.
    - i. Remove all trash deposited in containers minimum twice a week or as deemed necessary the Department.
  - 11. Clean and stock restrooms.
    - i. Daily, Monday through Friday, during regularly scheduled season.
    - ii. Saturdays and Sundays when deemed necessary by the Department.
    - iii. Once weekly during off season.
  - 12. Maintain all parking areas.
  - 13. Provide utility services for facilities including electrical, water and sewer where required.
  - 14. The City will supply support poles and an electrical source for scoreboards.
    - i. Routine maintenance and repairs to scoreboards becomes the responsibility of the Organization after installation.
  - 15. The City retains the right and privilege to enter and inspect all buildings and premises at any time.
  - 16. The Department will abide by and establish a line of communication between the Organization's President, or designated representative, and a City appointed liaison.

17. The City will provide a liaison to attend Organization board meetings as deemed necessary by the Department.
18. The Department's obligations under this agreement will be performed as soon as, and to the extent that, budgeted funds and resources are available for performance of its obligations.
  - i. All maintenance and repair requests will be addressed in priority order by the Department, to the best of our ability, within 15 business days of written receipt of request.
19. The City will include promotional opportunities through the Fall/Winter, Spring and Summer Parks and Recreation Brochures, electronic marquees, website and Face book page.
20. The City is obligated to provide a facility location, dependent on availability, upon written request at least three (3) weeks in advance, for the following:
  - i. 24 hours of facility usage for registration purposes, award ceremonies, and meetings at no cost to the Organization.
  - ii. Additional time needed is subject to normal rental fees.

**F. Obligation of Youth Sports Organization**

1. To utilize athletic facilities efficiently and safely to enhance and enrich the interest of our youth and to promote participation in wholesome recreational activities.
2. Utilize City facilities for the primary use of citizens living within the incorporated city limits.
  - i. Other priority users include persons living within the Deer Park Independent School District boundary lines.
3. The Organization shall furnish the Department an annual report, by October 31<sup>st</sup> of each year, which includes the total number of recreational and non-recreational participants, including a breakdown of resident and non-resident participants and any other information requested by the Department.
4. To seek approval from the Department for any capital improvement projects for athletic facilities.
5. To seek approval from the Department for advertising permitted at athletic facilities.
6. The Organization is obligated to provide the City with a schedule of all City facility usage. This is to include, but not limited to schedules for practices, games, tournaments, camps and recreation league ceremonies.
7. The Organization shall at all times during the term of this agreement maintain in effect general public liability insurance covering the Organization's program(s) at the facility against claims for personal injury, death or damage to property to the limit of not less than one-million (\$1,000,000). The City shall be named as additional insured on such policy and shall be entitled to thirty (30) day notice of cancellation or changes of any kind regarding such insurance and certificates of insurance shall be provided to the City prior to the agreement becoming valid.
8. By the execution of this agreement, the Organization does hereby indemnify and hold harmless the City and its officers, agents and employees from and against any and all suits, actions or claims of any character, type or description, including all expenses of litigation, court cost and attorney's fees, brought or made for or on account of any injuries or damages received or sustained by any person or persons or property, arising out of, or occasioned by, the act or failure to act by the

Organization or its agents, volunteers or employees in the use of the facilities as set forth in the agreement.

9. All Board of Directors elections shall be conducted as prescribed by the Organization's by-laws. The election of offices shall be open to any and all qualified individuals. The Organization shall provide public notice of all Board of Directors elections. Notice shall be posted at least thirty (30) days prior to the election. Every reasonable effort shall be made to notify all interested parties prior to the election date. One non-voting position on the board shall be reserved for the Department liaison or their designated representative.
  - i. The Organization shall provide public notice of all Board of Directors meetings as prescribed by their by-laws. This is to include (72) hours written notice going to the Department and posted in plain view on the Organization information board.
  - ii. All regular board meetings shall be open to the public.
  - iii. The City will provide a liaison to attend Organization board meetings as deemed necessary by the Department.
10. Each Organization is deemed responsible for the conduct of its participants, coaches and spectators. The Department can require an organization to hire an off duty officer for security if they feel it is in the best interest of the City.
11. It shall be the Organization's responsibility to ensure that no alcoholic beverages are permitted on the premises, inclusive of but not limited to, playing fields, dugouts, bleachers, concession stands, restrooms, parking lots and any commons area, per City Ordinance. This policy is to be inclusive of any individual under the influence of alcohol. League officials will request any such person to leave the premises and if necessary contact the Police.
12. The use of tobacco products such as cigars, cigarettes, smokeless tobacco and pipes is prohibited in all indoor City property venues including, but not limited to, the building entrance and exit ways. Tobacco use is allowed in designated areas which will be clearly marked with signage and markings. Used cigarettes and other tobacco remains are to be deposited in the receptacles provided in these designated use areas.
13. During the term of this agreement the Organization shall operate its own concession stand and all revenues generated from such shall be for the sole and exclusive use of the Organization.
  - i. The Organization shall furnish and maintain all equipment needed and/or used in the concession stand. The Organization shall abide and comply by all city, county and state health and fire code requirements.
  - ii. It shall be the responsibility of the Organization to contact the Harris County Health Department for an annual inspection of the concession stand prior to opening for any season.
    - a. It shall be the responsibility of the Organization to make any alterations or repairs required by the Harris County Health Department.
    - b. It shall be the responsibility of the Organization to provide an annual report to the Department as proof of meeting Harris County Health Department code requirements.
  - iii. The Organization may sublet its concessions based on the following conditions:
    - a. Receive written permission to sublet concessions from the Department.

- i. The Department reserves first right of refusal for concession contractor.
  - b. Concession contractor will be required to acquire a vendor permit from the Department.
- 14. The Organization will be responsible for all game preparations of fields.
  - i. No one under 16 years of age is allowed to operate any motorized equipment used in field preparation or materials transport, to include but not limited to golf carts, infield groomers, 4-wheelers, riding lawnmowers and motorized vehicles.
- 15. The Organization shall provide all bases and base stubs, pitching rubbers, marking chalk/paint and application equipment. The installation of pitching rubbers, bases and base stubs are to be installed per the manufactures instructions.
- 16. At anytime a mechanical batting machine or batting cage is being used, for instruction or practice, an adult league authorized official over the age of 21 must be present to supervise. It shall be the responsibility of the organization to ensure that any league official operating or supervising the use of a mechanical batting machine has been instructed in the proper operation procedures and with all safety precautions.
- 17. The Organization shall report any facility damage, dangerous or unsafe conditions, or unusual or suspicious situations to the Department as soon as possible but no longer than the next business day.
  - i. Any major electrical, utility or structural problems shall be reported to the Department by 12:00 pm the following business day.
  - ii. At no time or under any circumstances is any organization official or bystander allowed to attempt to correct any of these problems.
- 18. The Organization has the right to sell and install signs along the fences and scoreboards of certain designated fields located on the facility. All revenues generated from such use shall be for the sole and exclusive use of the Organization. Signs, including installation materials and methods, shall be approved by the Department before installation.
- 19. The Organization shall:
  - i. Prohibit its coaches and players from hitting balls into any fences unless it occurs in the natural course of a game. This policy is also to include surrounding structures and buildings. Failure to enforce this policy may result in the Organization incurring costs associated with the repairs of the fencing, structures and buildings.
  - ii. Be responsible for keeping the area clean of all trash, paper, boxes, cartons, cans, containers, etc. generated by the concessions stand, spectators, or participants. All such items shall be placed in City provided trash receptacles. This includes, but not limited to, all fields, dugouts, restrooms, concession stands, storage areas, commons areas and parking lots.
  - iii. The Organization is responsible for changing out trash bags in trash receptacles if the trash bag is more than half full. Trash bags are to be placed in dumpsters located at each City owned facility.
  - iv. Supply all locks necessary and provide the Department with either code or keys for locks. At their discretion the Organization has the right to lock access gates to protect prepped

fields. The City reserves the right to remove any locks as deemed necessary by the Department and at the Organization's expense.

- a. Prepped fields are defined as Game-Ready which includes infields dragged, batter boxes chalked, foul-lines chalked and bases placed in their proper locations.
  - b. Organization shall not lock a prepped field more than three (3) hours before the start of a game or tournament.
  - c. Organizations may lock fields during inclement weather when field conditions are not conducive for play.
  - d. Fields are to remain open following the conclusion of practices, games and tournaments and are to remain open until permissible by the above conditions.
  - v. Do all minor plumbing repairs to sinks, drains, etc.
  - vi. Do all watering of infields and outfields as needed and allowed by the Department.
  - vii. Supply all scoreboards and maintain all boards including bulb replacement.
  - viii. Keep all out buildings and rooms clean and free of litter. Storerooms shall be maintained in an orderly and safe condition. Restrooms are not to be used as storerooms for any equipment or supplies.
  - ix. Maintain the premises in a safe and aesthetic manner, i.e. keep all drags and other equipment stored and inaccessible to children.
20. Organizations are responsible for observing proper flag etiquette when displaying state and national flags on facility property.
21. The Organization shall have at least two identified league officials, over the age of 21, to be on duty at all games to supervise activities and conduct including supervision of parking lots.
22. The Organization shall have an official or assigned field coordinator inspect every field (playing surfaces) prior to the first game each day/night of league play or practice for any safety concerns such as holes in the infield or outfield, secure bases, fences, backstops or anything that might be a hazard. All corrections shall be made by the Organization prior to the start of the first game and if this cannot be accomplished play will be suspended until the Department is notified and any repairs can be made.
23. The Organization shall have a written "emergency situation" plan in effect. This plan shall include the shelter in-place plans, evacuation plans and routes and all necessary supervisory assignments and duties.
- i. At least one board member shall be assigned as an Emergency Response Officer to be in charge of all procedures, equipment and shall be responsible for the training of all board members, coaches and volunteers.
  - ii. The Organization shall make "emergency situation" response information available to any out of town teams playing in league play, league tournaments or post season play. Such information shall be included in any and all packets or information given to visiting coaches or managers.
  - iii. The City's Emergency Services Director will be available to assist with all plan and procedures if needed.
24. Organization officials, coaches or volunteers are restricted from driving vehicles of any description on park walkways or turf areas without prior permission. The operation of motor vehicles and/or

parking vehicles on turf areas is prohibited by City ordinance. It is the organization's responsibility to make sure all of their officials, coaches, spectators, participants and volunteers are aware of and comply with this ordinance.

- i. The Department will grant authorization for vehicle traffic for supply pick up and drop off or equipment unloading.
  - ii. Off pavement parking is allowed only in designated overflow parking areas when conditions deem it necessary.
25. The Organization will abide by and establish a line of communication between the Organization's President, or designated representative, and a City appointed liaison.
  - i. The Organization's President, or designated representative, is required to attend all scheduled City sports organization meetings.
26. The Organization may provide information to be included in promotional opportunities through the Fall/Winter, Spring and Summer Parks and Recreation Brochures, electronic marquees, website and Facebook page.
27. The Organization is authorized to use a City facility location, dependent on availability, upon written request three (3) weeks in advance, for the following:
  - i. 24 hours of facility usage for registration purposes, award ceremonies, and meetings at no cost to the Organization.
  - ii. Additional time needed is subject to normal rental fees.

#### **G. Non-Recreation Tournaments**

1. The Department will be notified of all non-recreational tournaments within one (1) week after reservation has been made by the Organization and no later than two (2) weeks prior to tournament taking place. Payment must be received within 30 days after the tournament occurs. Notification of tournament to include dates, who is hosting the tournament, contact information for tournament host, and who any and all net proceeds benefit.
2. Organization may allow non-recreational teams or hosting entity to utilize facilities for tournaments beginning March 1 – October 31 of each year.
  - i. If approved, facilities may be utilized outside of the scheduled use with the restrictions that:
    - a. Annual rye grass must be established on approved fields during requested time.
    - b. Annual rye grass must to be approved by the Department and go through the guidelines of the capital improvement process. Please refer to "General Agreements" item "8."
3. The Organization sponsoring such a tournament will be responsible for all field preparation including any required marking paint, field maintenance, litter control and crowd control during the duration of the tournament.
4. Concession operations will remain with the Organization or as authorized through this agreement.
5. All policies and regulations that apply to the Organization listed in the lease agreement apply to all select teams and hosting entities.
6. Payments: The City will receive from the Organization either the following payment schedule, to be administered by the Organization, or the Organization may seek Council approval for a specific

project in lieu of payment as described below. However if future budgetary restraints on the City occur, the City reserves the right to require the Organization to abide by the following payment schedule, or a variation thereof, as directed by the City at the time of agreement renewal.

- i. The non-recreational team or entity hosting the tournament, game(s) or practice(s) will pay the Organization:
  - a. \$150 per field, per day and/or
    - a. \$25 per field for the first 2 hour time slot and
    - b. \$12.50 for each additional hour thereafter and if required
  - b. \$10 per hour, per field for lights.
- ii. Organization will pay the Department:
  - a. \$50 per field, per day and/or
    - a. \$12.50 per field for the first 2 hour practice or game and
    - b. \$6.25 for each additional hour thereafter and if required
  - b. \$10 per hour, per field for lights.
- iii. In lieu of payment of fees to the City, the Organization may, upon approval from City Council, make an improvement to a City of Deer Park athletic facility used by the organization. The proposal for said improvement to the facility in lieu of payment must be submitted in writing with the formal request for renewal of this agreement as outlined in Sections C-F. In addition, copies of all receipts for the previous year's agreement's contributions must be provided to determine the total funds contributed to the facilities in lieu of payment.

#### **H. Non-Recreation Teams**

1. Use of any City facility is restricted to Organization's that are members of and/or affiliated with a Department approved established state or national association.
  - i. Such registration must comply with all rules of the association/organization and any state or national governing body.
  - ii. Select teams must register and submit the following annual registration with the Department in order to gain access to the fields.
    - a. All non-recreational teams must carry general liability insurance with limits no less than one (1) million dollars. A copy of the policy must be on file with the Board of Directors of the Organization and
    - b. A copy of the completed select team registration form.
2. Recreational league play, practices and associated events take priority and precedence over all non-recreational team play, practices, games, tournaments and associated events.
3. The Association's Board of Directors have the first right of refusal on the availability of fields and dates of all games, practices and tournaments.
4. Concession operations will remain with the Organization or as authorized through this agreement.
5. The Organization will be responsible for all field preparation including any required marking paint, field maintenance, litter control and crowd control.
6. All policies and regulations that apply to the Organization listed in the lease agreement apply to all select teams.

7. Organization may allow non-recreational teams to utilize facilities for practices, games and tournaments beginning March 1 – October 31 of each year.
  - i. If approved, facilities may be utilized outside of the scheduled use with the restrictions that:
    - a. Annual rye grass must be established on approved fields during requested time.
    - b. Annual rye grass must be approved by the Department and go through the guidelines of the capital improvement process. Please refer to “General Agreements” item “8.”
8. The Department will receive notification of non-recreational team usage of facilities no later than two (2) weeks prior to utilization.
9. Payments: The City will receive from the Organization either the following payment schedule, to be administered by the Organization, or the Organization may seek Council approval for a specific project in lieu of payment as described below. However if future budgetary restraints on the City occur, the City reserves the right to require the Organization to abide by the following payment schedule, or a variation thereof, as directed by the City at the time of agreement renewal.
  - i. Annual fee of \$250 paid to the Organization annually valid for each calendar year (January 1 – December 31).
    - a. Organization will pay the Department \$100 per non-recreational team registered and provide a list of non-recreational teams registered through the Organization.
    - b. The Department will maintain a city wide non-recreational team master list.
  - ii. The non-recreational team will pay for games and practices:
    - a. Non-recreational teams will pay the Organization:
      - i. \$25 per field for the first 2 hour practice or game and
      - ii. \$12.50 for each additional hour thereafter and if applicable
      - iii. \$10 per hour, per field for lights.
    - b. Organization will pay the Department:
      - i. \$12.50 per field for the first 2 hour practice or game and
      - ii. \$6.25 for each additional hour thereafter and if applicable
      - iii. \$10 per hour, per field for lights.
  - iii. Payment for non-recreational team usage of facilities must be received by the Department no later than the 15<sup>th</sup> of each month for the proceeding month’s non-recreational team usage.
  - iv. In lieu of payment of fees to the City, the Organization may, upon approval from City Council, make an improvement to a City of Deer Park athletic facility used by the organization. The proposal for said improvement to the facility in lieu of payment must be submitted in writing with the formal request for renewal of this agreement as outlined in Sections C-F. In addition, copies of all receipts for the previous year’s agreement’s contributions must be provided to determine the total funds contributed to the facilities in lieu of payment.

#### **I. Rain-out Policy**

1. Organization must abide by the City adopted Rain-out Policy dated August 1, 2016 (Exhibit A).

Attachments:

1. Current Copy of board approved Organization constitution and by-laws.
2. Proof of Insurance.
3. List of current officers and Board of Directors.
4. Proposed annual calendar of events.
5. Copies of all receipts for any current agreement's contributions must be provided to determine the total funds contributed to the facilities in lieu of payment for current agreement.
6. If requesting, written contribution request in lieu of payment.

In case any one or more of the provisions contained in this agreement shall for any reason be held invalid, illegal or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provision thereof and this agreement shall be construed as if such invalid, illegal, or unenforceable provision had never been contained herein.

Nothing in this agreement shall be construed to make the City or its respective agents or representatives liable in situations it is otherwise immune from liability.

Each party represents to the other that the individual signing this agreement below has been duly authorized to do so by its respective governing body and that this agreement is binding and enforceable as to each party.

I have read and I understand the policies and regulations stated herein and agree to abide by them. Failure to abide by these policies and/or regulations may be cause for the revocation of the agreement.

The City of Deer Park enters an agreement with: Deer Park Pony Baseball for the sole purpose of playing games and/or tournaments and related activities upon the above agreement, terms and conditions, that certain tract(s) of land in the City of Deer Park, Harris County, Texas to wit:

The City of Deer Park, Texas \_\_\_\_\_ located in \_\_\_\_\_ in said city. This agreement shall be effective from January 1, 20\_\_ through December 31, 20\_\_ but may be sooner.

Signed in duplicate, this 26 day of April 2017.

Authorized organization:

Parks and Recreation Department Director

Name: Jacob F. Guerra

Name: \_\_\_\_\_

Signature: [Signature]

Signature: \_\_\_\_\_

Park Board Chairman:

City of Deer Park Mayor

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Signature: \_\_\_\_\_

## **EXHIBIT A**

### **Deer Park Athletic Field**

#### **Rain-out Policy**

Practices and games will be held, as long as conditions are safe for participants and do not violate our rules or park guidelines. As a standard, the City of Deer Park will do our best to alert the leagues and rentals via email or phone call with as much notice as possible on practice/game day should fields be unplayable. Please keep in mind that Park closures and practice/game cancellations are determined by the City of Deer Park Parks and Recreation Department which reserves the right to cancel practices/games at any time depending on the current weather and field conditions.

Please call 281-478-7275(PARK) for a recorded message that will provide information in reference to Rainouts and Cancellations during the week after 3:00pm or visit the City of Deer Park Athletics Website at: [www.deerparktx.gov/athletics](http://www.deerparktx.gov/athletics) for status updates. City of Deer Park staff will work with league officials, citizen field rentals, and tournament directors when making decisions on field conditions and the playability of fields at the various athletic sports complexes. League and tournament officials make the final call if their event will play or not based on 1) current weather conditions and 2) if the fields have not been previously closed by the City of Deer Park.

#### ***City of Deer Park Athletic Sports Complex - Determining Field Playability***

Standing water occurs because the ground is saturated. Removing standing water does not eliminate the saturation. It is the saturation, and not standing water, that causes damage and unsafe conditions. Determining the playability of an athletic field is crucial to the continued health of the turf and the sustainability of the field throughout the season. More importantly, determining the playability is vital to the safety and best interests of the participants and patrons to the City

of Deer Park athletic sports complexes. The Department will close its athletic fields if City of Deer Park staff determines that fields are too wet for play, or if other issues arise that would compromise patron safety.

League officials have the responsibility to close fields for play when safety and/or field damage is possible.

*An athletic field should be considered closed for play if any part of the field becomes unsafe for field users or if conditions exist where use will cause damage to the field.*

An athletic field should be considered closed if any of the following conditions exist:

1. There is standing water present on any part of the field that cannot be removed without causing damage to the field.
2. There are muddy conditions present that will not dry by the start of the game.
3. While walking on the field water can be seen or heard with any footstep.
4. If water gathers around the sole of a shoe or boot on any portion of the field.
5. While walking in turf areas any impression of your footprint is left in the surface.
6. While walking on the infield portion of the field, an impression of ½" deep or more is left by a footprint.

*Additional reasons for cancelling games:*

1. It has rained most of the day of the scheduled game and there is standing water on the field.
2. It has rained for several days prior to the scheduled game and the fields are wet to the point where playing the game will destroy the playing surface.
3. It is raining at the time of the scheduled game and the temperature is low enough to make conditions unbearable for the children.
4. The presence of lightning - 3 strikes and you're out. The first lightning strike will cause a 30 minute delay, with subsequent strikes re-setting the 30 minute delay. Three strikes within 30 minutes will result in cancellation.
5. The potential for severe weather is significant enough that it warrants cancellation for the safety of participants and patrons.

**FOR IMMEDIATE RELEASE**  
**April 25, 2017**

**Contact: Jenifer Sarver**  
[Jenifer@SarverStrategies.com](mailto:Jenifer@SarverStrategies.com)  
(512) 577-9099

## **STATE PARKS SHORT-CHANGED IN STATE BUDGET**

*Lack of funding could lead to limited visitor hours and services*

**AUSTIN**—Advocates for Texas state parks today expressed grave concern over the lack of funding appropriated by the Texas Legislature for the Texas Parks and Wildlife Department (TPWD). In a reversal of policy set forth in 2015, during the 84<sup>th</sup> Legislative Session, lawmakers have failed to fully appropriate funds already designated for the parks, leaving a gap in funding that will have adverse effects on the state parks.

“Last Session, the Legislature passed and Governor Abbott signed into law a bill that unambiguously dedicated 94 percent of the Sporting Goods Sales Tax for state and local parks in the future,” said George Bristol, Former Chair of the Texas State Parks Advisory Committee. “Conservation champions from around the state applauded our lawmakers for their foresight and vision. Yet here we are again, hat in hand, having to beg for what rightfully belongs to all Texans. We hope House and Senate leaders will recognize this grave error, fully fund the parks for this biennium and then turn, again, to permanently fixing the situation by passing HB 78 authored by Rep. Ryan Guillen.”

In 2015, HB 158 was signed into law, affirming that 94 percent of the Sporting Goods Sales Tax (SGST) was to be used only for state and local parks. Up until that time, since the creation of the SGST in 1993, only 36 percent of the revenues collected were appropriated by the Legislature for state and local parks. The remaining 64 percent was diverted for other programs unrelated to parks, or to artificially balance the state budget. In the meanwhile, park usage and the need for greater maintenance and repairs on an aging system skyrocketed.

Visitors to State Parks like Garner, Enchanted Rock and Balmorhea have experienced lines backed up for hours to get into the parks, for example. And while visitor usage is up, the age of our parks and the backlog of estimated repairs needed at many of them continues to grow. Because of the budget shortfall, projects like the development of Palo Pinto Mountains State Park near Fort Worth, will not happen. And, major flood damage at places like Lake Ray Roberts, Bastrop, Lake Somerville, Lake Whitney, Stephen F. Austin and Cedar Hill, only make existing problems worse. The overall result has been a greatly diminished state park system.

The Comptroller’s revenue estimate for the 2018-2019 biennium budget shows the SGST will bring in an estimated \$333.5 million. Under the tax code, lawmakers should appropriate 94 percent of that for the parks, which would amount to \$313.5 million. Yet both the House and Senate have failed to fully appropriate this amount, leaving the Department with a roughly \$100 million shortfall.

Because of an unforeseen error in the wording of a related piece of legislation, the fix to the SGST was not permanent as intended by the Legislature, now leaving lawmakers with the opportunity to again divert monies designated for the parks for other purposes. In this Session of the Legislature, HB 78 has been introduced to amend the Parks and Wildlife Code and permanently require the Legislature to dedicate 94 percent of the SGST for the parks as was intended.

**-More-**

"The parks are a vital contributor to our culture, local economies and the preservation of our way of life," said Bristol. "We know we are living in tight budgetary times, but the fact of the matter is the money is being generated by Texas taxpayers to pay for the parks – the Legislature just needs to appropriate it. Without these anticipated funds, envisioned and promised in the passage of HB 158 in 2015, we could very well see continued erosion of major and minor repairs, diminished vital programs for families and children, as well as the possibility of curtailment of other services. That would be a disappointment for all Texans — visitors, local businesses and legislators."

**-END-**

**TALKING POINTS FOR PARKS ADVOCATES**

**April 24, 2017**

**POINTS FOR HOUSE MEMBERS**

- State and local parks are vital to our state's economy and to preserving our Texas heritage, culture and way of life.
- I am proud to join a diverse range of voters in supporting our parks – from hunting and fishing groups, to environmentalists and conservation organizations – we stand together in support of proper funding for our parks.
- The Comptroller's revenue estimate for the 2018-2019 biennium budget shows the Sporting Goods Sales Tax will bring in an estimated \$333.5 million. Under the tax code, 94 percent of that should be appropriated for state and local parks, which would amount to \$313.5 million.
- However, there is currently a \$92.5 million shortfall in the House budget.
- As a proud Texan and friend of the parks, I am calling on you to fully fund the parks so that the department will have consistency in its budget and be able to properly maintain and operate our state parks for all Texans to enjoy.
- We also call on you to request a hearing on HB 78 by Rep. Ryan Guillen. This bill would amend the Parks and Wildlife Code and permanently require that 94 percent of the Sporting Goods Sales Tax be appropriated for the state and local parks as was intended.

**POINTS FOR SENATE MEMBERS**

- State and local parks are vital to our state's economy and to preserving our Texas heritage, culture and way of life.
- I am proud to join a diverse range of voters in supporting our parks – from hunting and fishing groups, to environmentalists and conservation organizations – we stand together in support of proper funding for our parks.
- The Comptroller's revenue estimate for the 2018-2019 biennium budget shows the Sporting Goods Sales Tax will bring in an estimated \$333.5 million. Under the tax code, 94 percent of that should be appropriated for state and local parks, which would amount to \$313.5 million.
- However, there is currently a \$101.5 million shortfall in the House budget.
- As a proud Texan and friend of the parks, I am calling on you to fully fund the parks so that the department will have consistency in its budget and be able to properly maintain and operate our state parks for all Texans to enjoy.



May 16, 2017

Jacob Guerra  
President of Deer Park Baseball Organization  
PO Box 1291  
Deer Park, TX 77536

This letter is to inform you that the Sport Organization Utilization Agreement, submitted by your organization, was reviewed by the Parks and Recreation Commission Sub-committee and staff on May 12, 2017. The review has resulted that the agreement has not met all the criteria and the following attachments are required.

Attachments:

1. Current copy of board approved organization constitution and by-laws.
2. Proof of insurance.
3. List of current officers and board of directors.
4. Proposed annual calendar of events.
5. Copies of all receipts for any current agreement's contributors must be provided to determine the total funds contributed to the facilities in lieu of payments for current agreement.
6. If requesting, written contribution request in lieu of payment.

All attachments are due by June 1, 2017.

If you have any questions, please give us a call at 281-478-2050.



Charlie Sandberg, Parks & Recreation Interim Director

Cc: Georgette Ford, Parks & Recreation Commission Chairperson  
Jacob Zuniga, Parks Supervisor  
Jazmin Hernandez, Administrative Coordinator



# DEER PARK BASEBALL

## Rules and Standard Operating Procedures

### Field Locations and Age Divisions:

#### Spencerview Complex (formerly Durant)

- Shetland (4, 5, and 6 Year Olds)
- Pinto (7U)
- Pinto (8U)

#### Minchen Complex (formerly Little League)

- Mustang (9 and 10 Year Olds)
- Bronco (11 and 12 Year Olds)

#### Dow Park Complex (formerly Pony Fields)

- Pony (13 and 14 Year Olds)
- Colt (15 and 16 Year Olds)
- Palomino (17, 18 and 19 Year olds)

### PONY © AND OFFICIAL BASEBALL RULES WILL APPLY WITH THE FOLLOWING EXCEPTIONS:

#### I. Equipment, Safety Guidelines and Sportsmanship:

##### A. *Bats, cleats:*

1. Metal baseball cleats are only permitted in the Pony, Colt, and Palomino Division.

##### B. *Protective Equipment:*

1. Deer Park Baseball strongly recommends ALL players wear an athletic supporter with cup.
2. Catchers, or any player on the team who may be catching in a game or practice, MUST wear supporter and cup, protective helmet, chest protector, shin guards, and mask with throat protector (unless they are the hockey style) at all times.
3. If a catcher is found not wearing proper equipment, he must be removed from the catcher position until he is properly equipped.
4. Managers or adult coaches may warm up a pitcher between innings without a protective mask.
5. Players warming up a pitcher must wear protective helmet and mask.
6. Adults may coach on the base lines without protective helmets.
7. Player coaches must wear helmets.
8. Any player without a complete uniform (league issue hat, league issue jersey, pants, belt, and cap) may be restricted from play by his manager or the umpires. The intent of this rule is to encourage kids to be properly dressed and promote respect for the game.
9. Protective batting helmet masks are recommended for the Shetland, Pinto, Mustang, and Bronco age divisions.
10. Players must wear a helmet until they are inside the dugout. If a player removes the helmet before the dugout, the first time is a warning and the second time is ejection.

##### C. *Safety Guidelines:*

1. Sliding:
  - a) No base runner may intentionally run into a fielder just to knock the ball out of his possession. The runner must strenuously try to avoid contact at all times.
  - b) If the catcher (fielder) must move into the base path between home and third base to receive the throw, base runner must give way (run around) him to allow him to make the play.
  - c) If a runner attempting to advance a base intentionally makes contact with the fielder (catcher) by sliding into him above the waist, or using a “football” type rolling block or other similar actions, the umpire will call the runner out and if he considers it a flagrant violation the umpire may eject the runner for unsportsmanlike conduct.
  - d) In the event of injury during the play, the umpire may discontinue play at any time regardless of whether or not the ball is in play, if the umpire feels the injured player requires immediate attention.
  - e) With a runner on third base, the batter takes a full swing while the runner is attempting to steal home, the batter is ejected and the manager will be ejected from the field. The ball is dead.
  - f) If a batter shows bunt and then proceeds to take a full swing (“fake bunt – swing away”) the umpire will stop play and the batter is out, the manager is ejected for the remainder of the game and if it happens again in the game, the player will be called out.
2. Practice Sessions:
  - a) A Manager or Coach of Record for the team practicing must be present for any practice to occur.

## **II. Team Volunteers and Board Members On-Duty:**

### **A. Mandatory Volunteers:**

1. Each team will provide:
  - a) At least two field maintenance people.
  - b) One person for the press box for each game.
  - c) The visiting team will provide a person to announce and operate the scoreboard.
  - d) The home team will provide a person to serve as the official scorer. The official scorebook will remain in the press box for the duration of the game.
  - e) These duties may be switched if both persons agree.
  - f) Failure to provide volunteers may result in forfeit of game.

### **B. Maintenance of Deer Park Baseball Fields and Facilities:**

1. After each game, the teams will rake the pitcher’s mound and home plate. This will help ensure that each game will have a good playing surface and the field will have less chance of retaining water if it rains overnight.
2. Each Manager of the last scheduled game of the day/evening is responsible for insuring that all DPB facilities are secure at the end of day/night.
  - a) Failure to do so will carry a one game suspension the first time.
  - b) A second failure will carry a three game suspension.

3. All managers are requested to be mindful of the importance of the concession stand to the league, and to make sure parents and supporters do not bring drinks and food from outside the ball park. Support Your League!

**III. Being a Manager or a Coach:**

**A. Purpose:**

1. Managing and coaching baseball is about teaching the players how to play the game of baseball.
2. At Deer Park Baseball, we are dedicated to guiding the future adults that come into our league in the ways of being a better citizen during and after baseball.

**B. Appointment:**

1. Managers will be appointed in spring and in fall by the Board of Directors and shall be responsible for the selection of their team members and team conduct on the field of play.
2. Returning managers will be considered first when filling teams.
3. All managers and assistants including volunteers will be subject to a background investigation.
4. Managers shall be selected for a one (1) season term and are subject to dismissal by the Board of Directors for any conduct considered detrimental to the best interest of the organization.
5. Managers will be responsible for returning all DPB equipment to the Equipment Manager and be required to pay for any lost DPB equipment.
6. Managers are responsible to acquire a sponsor for their team for the spring season.
7. Deposit for equipment will be \$100.

**IV. Discipline:**

**A. Team Discipline:**

1. The DPB organization will follow the discipline rules established in the PONY rules and regulations section of the book.
2. The manager is responsible for the conduct of his players and parents at all times.
3. A batter that unintentionally throws his bat will be warned by the umpire the first time.
4. Should the same batter unintentionally throw his bat for a second or more times during a game, he shall be declared out. No runners shall be allowed to advance, DEAD BALL.
5. Any player or coach who exhibits unsportsmanlike behavior (intentionally kicks or throws equipment, uses profane language in anger, fights, etc.) WILL BE EJECTED FROM THE GAME IMMEDIATELY and also be suspended from their next game, including play-offs.
6. Umpires' decisions, when this happens, will have the full support of the Board.
7. A player ejected from the game must remain on his team bench; unless a parent or legal guardian accompanies him/her, then the player may sit in the stands or leave the field. The player will also be suspended from their next game, including play-offs. The player will serve the one (1) game suspension in uniform on the bench or will be subject to discipline from the Board of Directors.
8. If the player is requested to leave the field of play and player's parent(s) or legal guardian is present, he must do so.

9. If an umpire requests the manager's assistance in disciplinary actions, the manager must comply or face ejection and/or forfeiture of the game.
10. Managers and players are also subject to suspensions by the League when warranted.

**B. *Managers/Assistants, Parents and Fans:***

1. Our league will NOT tolerate any prolonged outburst directed at the other team, coaches, umpires, or league officials.
2. If the manager cannot control his fans, he will be subject to suspension, as outlined by the Board of Directors of Deer Park Baseball.
3. Abusive behavior or language of any kind to the other team will also NOT be tolerated.
4. A manager or coach who has been ejected from the game MUST leave the ballpark and may be suspended from their next game pending review from the Board of Directors. Play-off games are included. Failure to leave the ballpark will result in forfeiture.
5. A disruptive fan can be asked to leave the immediate area by the umpire. If they do not leave, authorities will be called.
6. Disciplinary action to be taken against any manager, coach, player or spectator shall be decided on a case-by-case basis by the Board of Directors.
7. Suspensions may be appealed to the Board of Directors within twenty-four (24) hours from the time of ejection in writing with signature or email to the Vice President of their respective complex.

**C. *Dugout Responsibilities:***

1. Adults inside the fence during the game will be determined by age division.
2. If a player has to leave, the manager will be notified.
3. All team members will have on identical uniforms (pants, jerseys, hats, belts and socks). Jerseys MUST be tucked inside the pants at ALL times.
4. All managers and coaches will have matching team hats. Solid color shorts will be allowed.
5. All managers and coaches are to stay within the fenced dugout or on deck area except official time outs.
6. When the team is at bat, the manager and a coach will be at the coaches' box on first and third base.
7. A team player will be allowed at first base ONLY if wearing a batting helmet.
8. No player is allowed outside the dugout unless he is in the on deck area, or a pitcher and catcher warming up in the bullpen or playing defense.

**V. *Player Registration and Draft Selection:***

**Definitions:**

**Returning Player** – A player who is dedicated to the same team from the prior year

**Frozen Player** – A player that is dedicated to a new manager in writing that cannot be drafted

**A. *Registration for Pony / Colt / Palomino:***

1. Returning players must register prior to the draft.
2. Returning players not wanting to return to his/her team will be placed back in the regular draft.
3. Players who have been cut from the high school team or who currently play on the high school team may play in their respective division.

**B. *Registration for Blended League (Bronco Division and Down):***

1. Players will be redrafted each year.
2. Freezes allowed: Manager, Coach of Record, and one (1) additional freeze

**C. *Tryouts:***

1. All new players as well as players re-entering the draft must attend at least one (1) tryout to be eligible to be drafted to a team.
2. All players in the draft will be drafted.
3. No refunds will be given after the player has been drafted to a team.
4. Siblings will be drafted in consecutive rounds and must be declared when the first sibling is selected.
5. Players not registered before draft or who do not attend a tryout will be a hat pick during the draft.
6. Returning players returning to the same team or frozen players do not have to try out.

**D. *General Draft:***

1. The draft order for all divisions will be determined by the draw of a number. The draft sequence will follow a left-to-right, right-to-left format (snake draft).
2. All freezes must be selected and presented to the player agent with parent signed permission slip prior to the start of tryouts.
3. It will be an open draft and each team will select until the team is full or until all players are selected. The number of players per team may change to accommodate teams for the league. Freeze will be placed in the 3<sup>rd</sup> round if accompanied by a sibling that sibling will be drafted in the 4<sup>th</sup> round. Manager and Coach of Record children will be placed in the 9<sup>th</sup> and 10<sup>th</sup> round. Manager and Coach of Record siblings will be placed in the 8<sup>th</sup> round. Sibling of frozen player will be placed in the 4<sup>th</sup> round. Trades will be allowed for thirty (30) minutes after the conclusion of the draft. Frozen players and hat picks may not be traded. The Vice President must approve all trades.
4. Managers in the league may have three (3) frozen players. If the manager and coach of record have no sons playing then they must have a signed letter from player's parent approving the freeze.

**E. *Roster Maintenance:***

1. All teams will be required to maintain a minimum number of players set by the league.
2. All player replacements must take place within seven (7) days of the roster vacancy and will be governed by the Vice President.
3. Direct player contact by the Manager is not permitted. The Coordinator will contact all replacement players in the order of waiting list registration and will be placed on the team roster in that order.
4. Managers are required to report any player that has quit or is injured for extended period of time to the Player Agent within 24 hours. Failure to do so will result in forfeit of all games played in that time period.

**VI. About the Game:**

**A. Warm Ups:**

1. There will be NO batting or throwing of any type of baseball (except whiffle balls) against the fences during warm ups, including outside the batting cages. NO EXCEPTIONS!!!
2. Game balls will be furnished by the league.

**B. Game Start:**

1. The game clock will start when the head umpire signifies the game has started and it will be his responsibility to maintain the game clock.

**C. Game Duration:**

1. Please refer to the PONY rule book for game time duration.
2. No inning will start after 1 hour and 45 minutes of playing time.
3. If an inning is started prior to the expiration of the time limit, the game shall continue until that inning is completed.
4. Umpires have the authority to extend the time limit when they deem appropriate in the event of time-consuming injuries, rain delays, or light failure.
5. Starting times for the games will be posted on the league website if different from the regular start times.
6. It is important that games start on time. For this reason, infield practice:
  - a) Will not be allowed between games.
  - b) Warm up in the outfield will be allowed between games after the previous game has been completed.
  - c) The home team should be warmed up and on the field ready to throw the first pitch by the designated start time.
7. Courtesy runners are NOT permitted EXCEPT:
  - a) A substitute runner (one not in the defensive line-up) WILL RUN FOR THE CATCHER when there are 2 outs.
  - b) In the case of a team only having 9 players, the player making the last out BEFORE the catcher bats will be the courtesy runner.

**D. Complete Game:**

1. Game time and innings duration will be determined by age division.
2. However, a complete game shall also be declared in the following instances:
  - a) When the home team is leading by 10 or more runs at the end of four innings or any inning thereafter.
  - b) When the home team is leading by 10 or more runs at the end of 3-1/2 innings or any inning thereafter.
  - c) When a game is shortened for any reason (rain, light failure, etc.), if at least four innings have been played (3-1/2 innings if home team is ahead).
  - d) If 4 innings (3-1/2 if home team is ahead) have not been played due to rain, light failure, etc., then the game will be completed at the next available time and date unless the manager of the team behind in the score wishes to accept the score for the innings played.
  - e) Game will resume at the time in which it was halted, and will be a completed game when time has expired.
3. Games may end in a tie.

**E. Post-Game Proceedings:**

1. Clean Up:
  - a) Managers are asked to have their post-game talk out of the dugout area.
  - b) The dugout shall be cleaned before vacating. Remove trash bags in the dugouts and place them outside the fence after the last game of the day.

**VII. Pitching:**

**A. Pitching Rules:**

1. PONY PITCHING RULES APPLY to regular season games per division.

**VIII. Playing Time:**

**A. Minimum Play:**

1. Please refer to the PONY rules and regulations book for minimum playtime.
2. All divisions will bat the roster.
3. Any player ejected from the game is an out when the spot comes up in the batting order.
4. If a manager has to discipline a player, he must report the player's name being disciplined and reason to the division coordinator.
5. If a player gets during his at bat and needs to leave the game, then a pinch runner will be allowed.
6. The injured player will NOT be allowed to return for the remainder of the game to prevent further damage to the original injury.
7. Both managers are required to sign the official scorekeeper's book at the completion of play. Failure to do so will result in the manager or coach of record being given a one (1) game suspension.

**IX. Weather Problems:**

**A. Stormy Weather:**

1. If the game HAS NOT started, the On-Duty Officer and/or any Board Members on site will make the decision whether or not to start the game if very bad weather (lightening, etc.) is imminent. If the game has started the umpire in charge will make the decision.
2. Games posted on the website are the official game times and location.

**X. Standings and Championship:**

**A. Standings:**

1. Regular season standings will be calculated based on winning percentage. All games played will count, along with added losses.
2. In the case of a tie, PONY tournament tie breaking rules will apply.

**XI. Post Season:**

**A. Post Season Tournament Team:**

1. Shetland, Pinto, Mustang, and Bronco tournament team manager will be the order of finish for the regular season of play pending board approval.

2. Pony, Colt and Palomino teams will be selected by the President and voted on by the Executive Board of Directors.

**XII. Miscellaneous:**

**A. Injuries:**

1. Deer Park Baseball officials should be notified within 24 hours in all cases of injury to a player.
2. An accident form must be completed for all injuries that require medical attention.

**B. Board of Directors:**

1. Board members are expected to attend 50% of all meetings during the calendar year.

**C. Executive Board of Directors:**

1. The Executive Board of Directors is comprised of seven (7) members that include: President, four (3) Vice Presidents (Minchen / Spencerview / Dow Complexes), Treasurer, Secretary and a Past President. This board will give directive to the General Board of Directors for final voting approval.
2. The Executive Board of Directors will also serve as the discipline committee for the organization.
3. In order to be elected to the Executive Board of Directors, you must serve a minimum of one (1) year on the General Board of Directors.
4. The Treasurer will be appointed to the Executive Board of Directors when the spot becomes vacated.
5. The Executive Board will serve two year terms. The President, Minchen Vice President, and secretary will be elected in even number years with the Spencerview and Dow Vice Presidents being elected in odd number years.

**D. General Board of Directors:**

1. The election of the General Board of Directors is held annually by ballot with candidate's names presented for vote. Candidates are elected by the Board of Directors.
2. Removal of a General Board Member will be by  $\frac{3}{4}$  votes of all board members.
3. Annually the Board of Directors has the right to change or amend the Deer Park Baseball By-Laws.

**E. Questions and/or Complaints:**

1. Any person with questions or complaints should direct those questions or complaints directly to the board member on duty.
2. If unable to resolve, then the question or complaint should be put in writing, dated, and signed, and sent to the president of the league. Email information is located on the website.
3. The Board will consider the question/complaint, and, if necessary, request the presence of the complainant at a Board meeting.



# CERTIFICATE OF LIABILITY INSURANCE

DATE(MM/DD/YYYY)  
2/15/2017

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Gagliardi Insurance Services, Inc. 950 S. Bascom Ave. Suite 3010 San Jose, CA. 95128 0791300		<b>CONTACT NAME:</b> <b>PHONE (A/C, No, Ext):</b> (408) 414-8100 <b>FAX (A/C, No):</b> (408) 414-8199 <b>E-MAIL ADDRESS:</b> sales@gsportsinsurance.com	
		<b>INSURER(S) AFFORDING COVERAGE</b>	
		<b>INSURER A:</b> New York Marine & General Ins.	
		<b>INSURER B:</b> Starr Indemnity & Liability Co	
		<b>INSURER C:</b>	
		<b>INSURER D:</b>	
		<b>INSURER E:</b>	
		<b>INSURER F:</b>	

<b>COVERAGES</b>	<b>CERTIFICATE NUMBER:</b>	<b>REVISION NUMBER:</b>
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.		

INS LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY	X		PK201700008909	3/14/2017	3/14/2018	EACH OCCURRENCE \$ 1,000,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000
	<input checked="" type="checkbox"/> Abuse & Molestation						MED EXP (Anyone person) \$ 0
	GEN'L AGGREGATE LIMIT APPLIES PER:						PERSONAL & ADV INJURY \$ 1,000,000
	<input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC						GENERAL AGGREGATE \$ 2,000,000
	OTHER:						PRODUCTS - COMP/OP AGG \$ 1,000,000
A	AUTOMOBILE LIABILITY			PK201700008909	3/14/2017	3/14/2018	Participant Legal Liab \$ 1,000,000
	<input type="checkbox"/> ANY AUTO		COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000				
	<input type="checkbox"/> OWNED AUTOS ONLY	<input type="checkbox"/> SCHEDULED AUTOS	BODILY INJURY (Per person) \$				
	<input checked="" type="checkbox"/> HIRED AUTOS ONLY	<input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY	BODILY INJURY (Per accident) \$				
			PROPERTY DAMAGE (Per accident) \$				
	UMBRELLA LIAB						\$
	EXCESS LIAB	<input type="checkbox"/> OCCUR					EACH OCCURRENCE \$
		<input type="checkbox"/> CLAIMS-MADE					AGGREGATE \$
	DED						\$
	RETENTIONS						\$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY			BAP 640000	3/14/2017	3/14/2018	PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/>
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	Y/N <input type="checkbox"/> N/A	E.L. EACH ACCIDENT \$				
	If yes, describe under DESCRIPTION OF OPERATIONS below		E.L. DISEASE - EA EMPLOYEE \$				
			E.L. DISEASE - POLICY LIMIT \$				
	Accident Medical						Limit \$250K / \$250 DED
			AD&D \$10K / \$3K Dental				

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

The Certificate holder is included as an additional insured, but only with respect to the liability arising out of the negligence of the named insured. All policy terms and conditions apply.

<b>CERTIFICATE HOLDER</b> City of Deer Park P.O. Box 700 610 E. San Augustine Deer Park, TX 77536	<b>CANCELLATION</b> SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE 
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<b>PRODUCER</b> Gagliardi Insurance Services, Inc. 950 S. Bascom Ave. Suite 3010 San Jose, CA. 95128 0791300		<b>CONTACT NAME:</b> <b>PHONE (A/C, No. Ext):</b> (408) 414-8100 <b>FAX (A/C, No.):</b> (408) 414-8199 <b>E-MAIL ADDRESS:</b> sales@gsportsinsurance.com	
		<b>INSURER(S) AFFORDING COVERAGE</b>	
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			PROPERTY DAMAGE (Per accident) \$				
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	EXCESS LIAB	<input type="checkbox"/> OCCUR					EACH OCCURRENCE \$
		<input type="checkbox"/> CLAIMS-MADE					AGGREGATE \$
	DED <input type="checkbox"/> RETENTIONS						\$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY			BAP 640000	3/14/2017	3/14/2018	PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/>
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	<input type="checkbox"/> Y/N <input type="checkbox"/> N/A	E.L. EACH ACCIDENT \$				
	If yes, describe under DESCRIPTION OF OPERATIONS below		E.L. DISEASE - EA EMPLOYEE \$				
	DESCRIPTION OF OPERATIONS below		E.L. DISEASE - POLICY LIMIT \$				
	Accident Medical						Limit \$250K / \$250 DED AD&D \$10K / \$3K Dental

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)  
**Proof of coverage.**

<b>CERTIFICATE HOLDER</b> Deer Park Pony Baseball P.O.Box 1291 Deer Park, TX 77536	<b>CANCELLATION</b> SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE 
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<b>PRODUCER</b> <b>Gagliardi Insurance Services, Inc.</b> 950 S. Bascom Ave. Suite 3010 San Jose, CA. 95128 0791300	<b>CONTACT NAME:</b> <b>PHONE (A/C, No Ext):</b> (408) 414-8100 <b>FAX (A/C, No):</b> (408) 414-8199 <b>E-MAIL ADDRESS:</b> sales@gsportsinsurance.com												
<b>INSURER(S) AFFORDING COVERAGE</b>													
<b>INSURED</b> <b>Deer Park Pony Baseball</b> P.O. Box 1291 Deer Park, TX 77536 832-754-7668 832-754-7668	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;"><b>INSURER A:</b> New York Marine &amp; General Ins.</td> <td style="width: 20%; text-align: center;"><b>NAIC #</b></td> </tr> <tr> <td><b>INSURER B:</b> Starr Indemnity &amp; Liability Co</td> <td style="text-align: center;"><b>16608</b></td> </tr> <tr> <td><b>INSURER C:</b></td> <td></td> </tr> <tr> <td><b>INSURER D:</b></td> <td></td> </tr> <tr> <td><b>INSURER E:</b></td> <td></td> </tr> <tr> <td><b>INSURER F:</b></td> <td></td> </tr> </table>	<b>INSURER A:</b> New York Marine & General Ins.	<b>NAIC #</b>	<b>INSURER B:</b> Starr Indemnity & Liability Co	<b>16608</b>	<b>INSURER C:</b>		<b>INSURER D:</b>		<b>INSURER E:</b>		<b>INSURER F:</b>	
<b>INSURER A:</b> New York Marine & General Ins.	<b>NAIC #</b>												
<b>INSURER B:</b> Starr Indemnity & Liability Co	<b>16608</b>												
<b>INSURER C:</b>													
<b>INSURER D:</b>													
<b>INSURER E:</b>													
<b>INSURER F:</b>													

**COVERAGES**      **CERTIFICATE NUMBER:**      **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INS LTR	TYPE OF INSURANCE	ADDITIONAL INSURED	SUBROGATION	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
<b>A</b>	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> <b>Abuse &amp; Molestation</b> GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:	<b>X</b>	<b>X</b>	<b>PK201700008909</b>	<b>3/14/2017</b>	<b>3/14/2018</b>	EACH OCCURRENCE \$ <b>1,000,000</b>
	DAMAGE TO RENTED PREMISES (Ea occurrence) \$ <b>300,000</b>						
	MED EXP (Anyone person) \$ <b>0</b>						
	PERSONAL & ADV INJURY \$ <b>1,000,000</b>						
	GENERAL AGGREGATE \$ <b>2,000,000</b>						
<b>A</b>	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY	<b>X</b>	<b>X</b>	<b>PK201700008909</b>	<b>3/14/2017</b>	<b>3/14/2018</b>	COMBINED SINGLE LIMIT (Ea accident) \$ <b>1,000,000</b>
	BODILY INJURY (Per person) \$						
	BODILY INJURY (Per accident) \$						
	PROPERTY DAMAGE (Per accident) \$						
<b>B</b>	<b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE <b>DED</b> <input type="checkbox"/> <b>RETENTIONS</b> \$	<b>X</b>	<b>X</b>	<b>BAP 640000</b>	<b>3/14/2017</b>	<b>3/14/2018</b>	EACH OCCURRENCE \$
	AGGREGATE \$						
<b>B</b>	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	<b>Y/N</b>	<b>N/A</b>	<b>BAP 640000</b>	<b>3/14/2017</b>	<b>3/14/2018</b>	PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/>
	E.L. EACH ACCIDENT \$						
	E.L. DISEASE - EA EMPLOYEE \$						
	E.L. DISEASE - POLICY LIMIT \$						
<b>B</b>	<b>Accident Medical</b>	<b>X</b>	<b>X</b>	<b>BAP 640000</b>	<b>3/14/2017</b>	<b>3/14/2018</b>	Limit \$250K / \$250 DED
							AD&D \$10K / \$3K Dental

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

The Certificate holder is included as an additional insured, but only with respect to the liability arising out of the negligence of the named insured. All policy terms and conditions apply.

**CERTIFICATE HOLDER**

**CANCELLATION**

<b>HBT</b> P.O. Box 3785 Lake Jackson, TX. 77566	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE
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# CERTIFICATE OF LIABILITY INSURANCE

DATE(MM/DD/YYYY)  
2/15/2017

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Gagliardi Insurance Services, Inc. 950 S. Bascom Ave. Suite 3010 San Jose, CA. 95128 0791300		<b>CONTACT NAME:</b> <b>PHONE (A/C, No, Ext):</b> (408) 414-8100 <b>FAX (A/C, No):</b> (408) 414-8199 <b>E-MAIL ADDRESS:</b> sales@gsportsinsurance.com	
		<b>INSURER(S) AFFORDING COVERAGE</b>	
		<b>INSURER A:</b> New York Marine & General Ins.	
		<b>INSURER B:</b> Starr Indemnity & Liability Co	
		<b>INSURER C:</b>	
		<b>INSURER D:</b>	
		<b>INSURER E:</b>	
		<b>INSURER F:</b>	

<b>COVERAGES</b>	<b>CERTIFICATE NUMBER:</b>	<b>REVISION NUMBER:</b>
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.		

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY	X		PK201700008909	3/14/2017	3/14/2018	EACH OCCURRENCE \$ 1,000,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000
	<input checked="" type="checkbox"/> Abuse & Molestation						MED EXP (Anyone person) \$ 0
	GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC						PERSONAL & ADV INJURY \$ 1,000,000
	OTHER:						GENERAL AGGREGATE \$ 2,000,000
A	AUTOMOBILE LIABILITY			PK201700008909	3/14/2017	3/14/2018	PRODUCTS - COMP/OP AGG \$ 1,000,000
	ANY AUTO		Participant Legal Liab \$ 1,000,000				
	OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/>		COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000				
	HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY <input checked="" type="checkbox"/>		BODILY INJURY (Per person) \$				
			BODILY INJURY (Per accident) \$				
	UMBRELLA LIAB						PROPERTY DAMAGE (Per accident) \$
	EXCESS LIAB						
	DED						EACH OCCURRENCE \$
	RETENTIONS						AGGREGATE \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY			BAP 640000	3/14/2017	3/14/2018	PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/>
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	<input type="checkbox"/> Y/N	E.L. EACH ACCIDENT \$				
	If yes, describe under DESCRIPTION OF OPERATIONS below	N/A	E.L. DISEASE - EA EMPLOYEE \$				
			E.L. DISEASE - POLICY LIMIT \$				
	Accident Medical						Limit \$250K / \$250 DED AD&D \$10K / \$3K Dental

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

The Certificate holder is included as an additional insured, but only with respect to the liability arising out of the negligence of the named insured. All policy terms and conditions apply.

<b>CERTIFICATE HOLDER</b> North Canyon High School 15032 N. 32nd. Street Phoenix, AZ 85032	<b>CANCELLATION</b> SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  <b>AUTHORIZED REPRESENTATIVE</b> 
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# CERTIFICATE OF LIABILITY INSURANCE

DATE(MM/DD/YYYY)  
2/15/2017

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<b>PRODUCER</b> Gagliardi Insurance Services, Inc. 950 S. Bascom Ave. Suite 3010 San Jose, CA. 95128 0791300		<b>CONTACT NAME:</b> <b>PHONE (A/C No Ext):</b> (408) 414-8100 <b>FAX (A/C No):</b> (408) 414-8199 <b>E-MAIL ADDRESS:</b> sales@gsportsinsurance.com	
		<b>INSURER(S) AFFORDING COVERAGE</b>	<b>NAIC #</b>
		INSURER A: New York Marine & General Ins.	16608
		INSURER B: Starr Indemnity & Liability Co	38318
		INSURER C:	
		INSURER D:	
		INSURER E:	
		INSURER F:	

<b>INSURED</b> Deer Park Pony Baseball P.O. Box 1291 Deer Park, TX 77536 832-754-7668 832-754-7668	<b>CERTIFICATE NUMBER:</b>	<b>REVISION NUMBER:</b>
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THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INS LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
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	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000
	<input checked="" type="checkbox"/> Abuse & Molestation						MED EXP (Anyone person) \$ 0
	GEN'L AGGREGATE LIMIT APPLIES PER:						PERSONAL & ADV INJURY \$ 1,000,000
	<input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC						GENERAL AGGREGATE \$ 2,000,000
	OTHER:						PRODUCTS - COM/OP AGG \$ 1,000,000
							Participant Legal Liab \$ 1,000,000
A	AUTOMOBILE LIABILITY			PK201700008909	3/14/2017	3/14/2018	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
	<input type="checkbox"/> ANY AUTO		BODILY INJURY (Per person) \$				
	<input type="checkbox"/> OWNED AUTOS ONLY	<input type="checkbox"/> SCHEDULED AUTOS	BODILY INJURY (Per accident) \$				
	<input checked="" type="checkbox"/> HIRED AUTOS ONLY	<input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY	PROPERTY DAMAGE (Per accident) \$				
							\$
	UMBRELLA LIAB						EACH OCCURRENCE \$
	EXCESS LIAB						AGGREGATE \$
	DED						\$
	RETENTIONS						
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						PER STATUTE
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	Y/N	N/A				OTH-ER
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. EACH ACCIDENT \$
B	Accident Medical			BAP 640000	3/14/2017	3/14/2018	E.L. DISEASE - EA EMPLOYEE \$
							E.L. DISEASE - POLICY LIMIT \$
							Limit \$250K / \$250 DED
							AD&D \$10K / \$3K Dental

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

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**CERTIFICATE HOLDER****CANCELLATION**

Pony Baseball Softball Inc. 1951 Pony Place P.O.Box 225 Washington, PA 01530	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE 

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POSITION	NAME	EMAIL	TELEPHONE #
President	Jacob Guerra	jguerra.dp11@gmail.com	832-754-7668
Vice President (Minchen Complex)	Chris Moody	cmoody62@yahoo.com	832-480-3060
Vice President (Spencerview Complex)	Lorenzo Pina	renzos23@gmail.com	832-878-5737
Vice President (Dow Complex)	Lionel Corcolis	lcorcolis@yahoo.com	832-278-9955
Vice President (Past President)	TJ Haight	tj.haight@yahoo.com	281-844-2374
Treasurer	Jamie Munoz	Jamie@mccorvey.com	713-301-9272
Secretary	Brooke Thompson	bthompson02@hotmail.com	281-704-1146
4U Division Coordinator	Lionel Corcolis	lcorcolis@yahoo.com	832-278-9955
5U Division Coordinator	Arthur Saucedo	arthursaucedo.dp11@yahoo.com	713-449-0129
6U Division Coordinator	Jason Antu	jantu.dpb@gmail.com	832-314-2008
7U Division Coordinator	Arthur Saucedo	arthursaucedo.dp11@yahoo.com	713-449-0129
8U Division Coordinator	Doug Collier	dcollier2016@gmail.com	713-447-0839
9U/10U Division Coordinator	Danielle Williams	daniellewilliams0923@gmail.com	832-382-8147
11U/12U Division Coordinator	Amanda Richardson	amanda-richardson@sbcglobal.net	713-591-5734
14U Division Coordinator	Bill Watts	bdwatts0103@sbcglobal.net	281-413-4396
19U Division Coordinator	Bill Watts	bdwatts0103@sbcglobal.net	281-413-4396
Spencerview Field Manager	Gereme Pullin	geremepullin@yahoo.com	
Minchen Field Manager	Israel Guerrero	israelgue1@gmail.com	
Dow Field Manager	Gereme Pullin	geremepullin@yahoo.com	281-709-3895
Team Mom Agent	Ashley Saucedo	ashleysaucedo.dp11@yahoo.com	281-725-7252
Equipment Manager	Donald Denny		
Sponsorship Coordinator	Sonya Burnett	sonjam00@aol.com	832-282-8881
Uniform Agent	Sonya Burnett	sonjam00@aol.com	832-282-8881
Safety Officer	Margot Melendez	margotm1976@gmail.com	832-503-1870
Social Media	Lionel Corcolis	lcorcolis@yahoo.com	832-278-9955
All-Star Coordinator / Tournament Director	Jacob Guerra	jguerra.dp11@gmail.com	832-754-7668
Website Coordinator	Chris Moody	cmoody62@yahoo.com	832-480-3060
Umpire Coordinator	Doug McBride		

## Deer Park Pony Baseball

### Written Contribution Request In Lieu of Payment

Season	Complex	Item	Cost	Quantity	Total:	
S 2017	Minchen	Pitch Pro 6 Portable Mound	\$1899.00	2	\$3798.00	
S 2017	DOW	Pitch Pro 8 Portable Mound	\$2445.00	1	\$2445.00	
S 2017	Minchen	Double Play Rake 36"	\$65.00	5	\$325.00	
S 2017	Minchen	Procage Dry Line Marker	\$270.00	1	\$270.00	
S 2017	DOW	Procage Dry Line Marker	\$270.00	1	\$270.00	
S 2017	Minchen	Baseball Pitcher's L Screen	\$205.00	2	\$410.00	
S 2017	Minchen	Pro-Baseball Hitting Mats	\$269.99	2	\$539.98	
S 2017	DOW	Pro-Baseball Hitting Mats	\$269.99	2	\$539.98	
S 2017	Minchen	Big Max Storage Shed	\$479.00	1	\$479.00	
						\$9076.00
2017 - 2018	DOW	Pro Series Batting Tunnel Netting (55'x14'x12')	\$795.96	2	\$1591.92	
2017 - 2018	DOW	Baseball Pitcher's L Screen	\$205.00	2	\$410.00	
						\$2001.92
2017 - 2018	Minchen	Pitch Pro 6 Portable Mound	\$1899.00	2	\$3798.00	
2017 - 2018	Minchen	Procage Dry Line Marker	\$270.00	2	\$270.00	
2017 - 2018	Minchen	Refrigerator	\$400.00	1	\$400.00	
2017 - 2018	Minchen	John Deere 1025R	\$14000.00	1	\$14000.00	
2017 - 2018	Minchen	New Turf for Batting Cages	\$1000.00	1	\$1000.00	
						\$19468.00
2017 - 2018	Spencerview	New Turf for Batting Cages	\$1000.00	1	\$1000.00	

2017 – 2018	Spencerview	Baseball Pitchers L Screen	\$205.00	2	\$410.00
2017 – 2018	Spencerview	Pro Baseball Hitting Mats	\$269.99	2	\$539.98
2017 – 2018	Spencerview	Double Play Rake 36"	\$65.00	10	\$650.00
2017 – 2018	Spencerview	Procage Dry Line Marker	\$270.00	2	\$540.00
2017 – 2018	Spencerview	Foldable Batters Box Template	\$169.00	2	\$338.00
2017 – 2018	Spencerview	John Deere 1200A Field Rake	\$14000.00	1	\$14000.00
		0			
2017 – 2018	Spencerview	Merchandising Glass Door Refrigerator	\$1600.00	2	\$3600.00
2017 – 2018	Spencerview	Upright Freezer	\$600.00	2	\$1200.00
2017 – 2018	Spencerview	Refrigerator	\$400.00	1	\$400.00
2017 – 2018	Spencerview	Stainless Food Prep Tables	\$300	2	\$600.000
2017 – 2018	Spencerview	Scoreboards	\$6000.00	2	\$12000.00
					\$34867.98

## Deer Park Pony Baseball

### Written Contribution Request In Lieu of Payment

#### (Capital Improvement Projects)

Complex	Project	Expected Cost
DOW	Maintenance Shed	\$10,000.00
Minchen	Maintenance Shed	\$10,000.00
Minchen	New Batting Cages Behind Field 4	\$10,000.00
Minchen	Turf Infields	\$60,000.00 (per in-field)



## Legislation Details (With Text)

**File #:** ORD 17-055    **Version:** 1    **Name:**  
**Type:** Ordinance    **Status:** Agenda Ready  
**File created:** 8/10/2017    **In control:** City Council  
**On agenda:** 8/15/2017    **Final action:**  
**Title:** Consideration of and action on an ordinance calling a public hearing to adopt Standards of Care for the After School Program.  
**Sponsors:** City Manager's Office  
**Indexes:**  
**Code sections:**  
**Attachments:** [After School Program 2017](#)

Date	Ver.	Action By	Action	Result
8/15/2017	1	City Council		

Consideration of and action on an ordinance calling a public hearing to adopt Standards of Care for the After School Program.

### Summary:

It is proposed that a public hearing be held on September 5, 2017 at 7:30 p.m. to adopt the Standards of Care for the After School Program.

### Fiscal/Budgetary Impact:

Approve the ordinance.

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE OF THE CITY OF DEER PARK SETTING A DATE AND TIME FOR A PUBLIC HEARING ON THE CITY ADOPTING STANDARDS OF CARE FOR AN AFTER SCHOOL PROGRAM; AND DECLARING AN EMERGENCY.**

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF DEER PARK:**

**I.**

“Pursuant to the provisions of Section 42.041 of the Texas Human Resources Code, the City Council of the City of Deer Park, Texas, has called, and does hereby call, a Public Hearing to be held on the 5th day of September, 2017, at 7:30 o’clock p.m. in the City Council Chamber at the City Hall of said City at 710 E. San Augustine Street in said City, at which time and place they will hear all persons desiring to be heard on or in connection with any matter or questions involving the adoption by the City of Standards of care for an After School Program.”

**II.**

The City Secretary is hereby directed to give notice of said hearing to the public as required by law.

**III.**

It is hereby officially found and determined that the meeting at which this Ordinance was adopted was open to the public, and that public notice of the time, place and purpose of said meeting was given, all as required by Chapter 551 of the Government Code of the State of Texas.

**IV.**

The City Council finds that this Ordinance relates to the immediate preservation of the public peace, health, safety and welfare in that the Standards of Care for an After School Program be adopted at the earliest possible moment to comply with State Law, and to provide

protection for persons within the City, thereby creating an emergency, for which the Charter requirement providing for the reading of ordinances on three (3) several days should be dispensed with, and this Ordinance be passed finally on its introduction; and accordingly, such requirement is dispensed with, and this Ordinance shall take effect upon its passage and approval by the Mayor.

In accordance with Article VIII, Section 1 of the City Charter, this Ordinance was introduced before the City Council of the City of Deer Park, Texas, **passed, approved and adopted** on this the \_\_\_\_ day of \_\_\_\_\_, 2017 **by a vote of** **“Ayes”** **and** **“Noes”**.

\_\_\_\_\_  
**MAYOR**, City of Deer Park, Texas

**ATTEST:**

\_\_\_\_\_  
City Secretary

**APPROVED:**

\_\_\_\_\_  
City Attorney



## Legislation Details (With Text)

**File #:** ORD 17-052    **Version:** 1    **Name:**

**Type:** Ordinance    **Status:** Agenda Ready

**File created:** 8/7/2017    **In control:** City Council

**On agenda:** 8/15/2017    **Final action:**

**Title:** Consideration of and action on the results of the public hearing and an ordinance adopting the FY 2017-2018 Crime Control and Prevention District Budget.

**Sponsors:** City Manager's Office

**Indexes:**

**Code sections:**

**Attachments:** [Proposed to CCPD - 17.18 Budget 07.10.17](#)  
[Ord - Approve CCPD 17-18 Budget](#)

Date	Ver.	Action By	Action	Result
8/15/2017	1	City Council		

Consideration of and action on the results of the public hearing and an ordinance adopting the FY 2017-2018 Crime Control and Prevention District Budget.

### Summary:

The Crime Control and Prevention District Act, Chapter 363 of the Texas Local Government Code, prescribes the process for adopting the annual budget for the Crime Control and Prevention District (CCPD). On June 12, 2017, the CCPD Board of Directors conducted a public hearing on the proposed FY 2017-2018 CCPD Budget. On July 10, 2017, the CCPD Board of Directors approved the FY 2017-2018 CCPD Budget and voted to submit the budget to the City Council. The City Council is scheduled to conduct a public hearing on the budget on August 15, 2017 at 7:30 PM. Afterward, during the regular meeting, the City Council will consider action on the budget. This is in accordance with the Crime Control and Prevention District Act which states that not later than the 30th day before the date the fiscal year begins, the governing body (e.g., City Council) shall approve or reject the budget submitted by the Board of Directors. If the City Council rejects the budget submitted by the Board, the City Council and the Board shall meet and together amend and approve the budget before the beginning of the fiscal year, which is October 1, 2017. Attached is the proposed budget for the CCPD, which if adopted, will be included in the FY 2017-2018 City Budget as a "Component Unit."

### Fiscal/Budgetary Impact:

Adoption of the FY 2017-2018 CCPD Budget is necessary to carry out the programs adopted by the CCPD Board of Directors and funded by the ¼ percent (0.25%) dedicated sales tax approved by the voters.

Approve the ordinance adopting the FY 2017-2018 Crime Control and Prevention District Budget.

**CITY OF DEER PARK**  
**CRIME CONTROL AND PREVENTION DISTRICT (CCPD)**  
**2017-2018 ANNUAL BUDGET**

**REVENUE SUMMARY**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	REQUESTED 16-17	PROJECTED 17-18
Tax Revenue	\$ 1,688,740	\$ 1,320,000	\$ 1,489,000	\$ 1,366,800	\$ 1,366,800
Other Revenue	2,133	-	1,500	-	-
Prior Year Revenue	-	-	1,658,279	53,414	75,296
<b>Total Revenue</b>	<b><u>\$ 1,690,873</u></b>	<b><u>\$ 1,320,000</u></b>	<b><u>\$ 3,148,779</u></b>	<b><u>\$ 1,420,214</u></b>	<b><u>\$ 1,442,096</u></b>

**CITY OF DEER PARK  
CRIME CONTROL AND PREVENTION DISTRICT (CCPD)  
2017-2018 ANNUAL BUDGET**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	REQUESTED 16-17	PROJECTED 17-18
<b><u>3100 TAX REVENUE</u></b>					
3120 Sales Tax Revenue	\$ 1,688,740	\$ 1,320,000	\$ 1,489,000	\$ 1,366,800	\$ 1,366,800
<b>Total Tax Revenue</b>	<b><u>1,688,740</u></b>	<b><u>1,320,000</u></b>	<b><u>1,489,000</u></b>	<b><u>1,366,800</u></b>	<b><u>1,366,800</u></b>
<b><u>3600 OTHER REVENUE</u></b>					
3620 Investment Revenue	2,133	-	1,500	-	-
3630 Insurance Reimbursement	-	-	-	-	-
<b>Total Other Revenue</b>	<b><u>2,133</u></b>	<b><u>-</u></b>	<b><u>1,500</u></b>	<b><u>-</u></b>	<b><u>-</u></b>
<b>Prior Year Revenue</b>	<b><u>-</u></b>	<b><u>-</u></b>	<b><u>1,658,279</u></b>	<b><u>53,414</u></b>	<b><u>75,296</u></b>
<b>TOTAL REVENUE</b>	<b><u>\$ 1,690,873</u></b>	<b><u>\$ 1,320,000</u></b>	<b><u>\$ 3,148,779</u></b>	<b><u>\$ 1,420,214</u></b>	<b><u>\$ 1,442,096</u></b>

**CITY OF DEER PARK  
2017-2018 ANNUAL BUDGET  
CRIME CONTROL AND PREVENTION DISTRICT EXPENDITURE SUMMARY**

DEPARTMENT	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	REQUESTED 16-17	PROPOSED 17-18
Total Police Services	\$ 1,304,927	\$ 1,320,000	\$ 3,089,779	\$ 1,420,214	\$ 1,442,096
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,304,927</b>	<b>\$ 1,320,000</b>	<b>\$ 3,089,779</b>	<b>\$ 1,420,214</b>	<b>\$ 1,442,096</b>

**CITY OF DEER PARK  
CRIME CONTROL AND PREVENTION DISTRICT (CCPD)  
2017-2018 ANNUAL BUDGET**

**EXPENDITURE SUMMARY**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	REQUESTED 17-18	PROPOSED 17-18
Personnel & Related	\$ 246,926	\$ 445,902	\$ 344,116	\$ 671,857	\$ 693,739
Services	72,914	93,460	85,151	105,294	105,294
Supplies	139,087	121,420	112,100	180,826	180,826
Repairs & Maintenance	-	-	-	-	-
Other Operating Expenditures	-	-	-	15,000	15,000
Capital Outlay	846,000	400,156	2,548,412	447,237	447,237
Transition Fund	-	259,062	-	-	-
<b>Total Expenditures</b>	<b>\$ 1,304,927</b>	<b>\$ 1,320,000</b>	<b>\$ 3,089,779</b>	<b>\$ 1,420,214</b>	<b>\$ 1,442,096</b>

**PERSONNEL SCHEDULE**

Crime Prevention Officer	1	1	1	1	1
Sergeant - Investigations	1	1	1	1	1
Pro-Act Investigators	0	0	0	2	2
Dispatcher	3	3	3	3	3

**PROGRAM DESCRIPTION**

The purpose of this special revenue district is to enhance the capability of law enforcement and to further crime prevention programs in Deer Park.

**CITY OF DEER PARK  
CRIME CONTROL AND PREVENTION DISTRICT (CCPD)  
2017-2018 ANNUAL BUDGET**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	REQUESTED 17-18	PROPOSED 17-18
<b><u>4100 PERSONNEL &amp; RELATED</u></b>					
4101 Salaries - Full Time	\$ 166,343	\$ 290,532	\$ 214,325	\$ 438,586	\$ 458,861
4104 Salaries - Overtime	15,027	13,840	14,100	20,000	20,000
4106 Social Security/Medicare	13,255	23,154	17,100	34,752	36,304
4107 TMRS	25,616	43,511	29,750	67,404	69,224
4108 Health & Life Insurance	25,579	72,324	67,425	107,832	105,852
4109 Workers Compensation	1,066	2,361	1,360	3,103	3,273
4114 Section 125 Admin Fee	41	180	56	180	225
4117 Health Savings Account	-	-	-	-	-
<b>Total Personnel &amp; Related</b>	<b>246,926</b>	<b>445,902</b>	<b>344,116</b>	<b>671,857</b>	<b>693,739</b>
<b><u>4200 SERVICES</u></b>					
4231 Equipment Rental	6,020	21,600	7,200	21,600	21,600
4239 Audit Fee	2,000	2,000	2,000	2,000	2,000
4250 Training & Travel	3,527	828	828	1,410	1,410
4252 Dues & Fees	267	1,436	367	718	718
4279 Software - Other	61,099	65,626	72,786	79,566	79,566
4290 Contract Labor	-	1,970	1,970	-	-
<b>Total Services</b>	<b>72,914</b>	<b>93,460</b>	<b>85,151</b>	<b>105,294</b>	<b>105,294</b>
<b><u>4300 SUPPLIES</u></b>					
4304 Data Processing Supplies	-	699	629	-	-
4305 Printing	2,630	-	-	-	-
4307 Postage	1,866	185	30	327	327
4308 Small Tools & Minor Equipment	133,564	120,536	111,441	152,128	152,128
4311 Uniforms	1,026	-	-	-	-
4314 Protective Clothing	-	-	-	28,371	28,371
<b>Total Supplies</b>	<b>139,087</b>	<b>121,420</b>	<b>112,100</b>	<b>180,826</b>	<b>180,826</b>
<b><u>4400 REPAIRS &amp; MAINTENANCE</u></b>					
4402 Machinery & Equipment	-	-	-	-	-
<b>Total Repairs &amp; Maintenance</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b><u>4500 OTHER OPERATING EXP.</u></b>					
4511 Salary Incentive Contingency	-	-	-	15,000	15,000
<b>Total Other Operating Exp.</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>15,000</b>	<b>15,000</b>

**CITY OF DEER PARK  
CRIME CONTROL AND PREVENTION DISTRICT (CCPD)  
2017-2018 ANNUAL BUDGET**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	REQUESTED 17-18	PROPOSED 17-18
<b><u>4900 CAPITAL OUTLAY</u></b>					
4902 Buildings	380,431	-	2,212,259	65,000	65,000
4904 Machinery & Equipment	123,907	194,360	141,957	108,503	108,503
4906 Automobiles & Light Trucks	263,208	205,796	185,787	273,734	273,734
4908 Lease Purchase	49,972	-	-	-	-
4941 Consulting Engineer Fee	28,482	-	8,409	-	-
<b>Total Capital Outlay</b>	<b><u>846,000</u></b>	<b><u>400,156</u></b>	<b><u>2,548,412</u></b>	<b><u>447,237</u></b>	<b><u>447,237</u></b>
<b>TOTAL OPERATING BUDGET</b>	<b>1,304,927</b>	<b>1,060,938</b>	<b>3,089,779</b>	<b>1,420,214</b>	<b>1,442,096</b>
<b>Transition Fund</b>	<b><u>-</u></b>	<b><u>259,062</u></b>	<b><u>-</u></b>	<b><u>-</u></b>	<b><u>-</u></b>
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 1,304,927</u></b>	<b><u>\$ 1,320,000</u></b>	<b><u>\$ 3,089,779</u></b>	<b><u>\$ 1,420,214</u></b>	<b><u>\$ 1,442,096</u></b>

**CITY OF DEER PARK  
2017 - 2018 CRIME CONTROL DISTRICT BUDGET**

<b>4100 -</b>	<b>PERSONNEL &amp; RELATED</b>		
4101	Salaries - Full Time	\$	458,861
4104	Overtime		20,000
	Various Benefits (Total)		214,878
	<b>TOTAL PERSONNEL</b>		<b>693,739</b>
<b>4200 -</b>	<b>SERVICES</b>		
4231	Rental Vehicles for ProAct Team & CID Sergeant		21,600
4239	Annual Audit		2,000
4250	Training		1,410
	K-9 Selection & Training	1,410	
4252	Vehicle Registrations for PD Fleet		718
4279	Software - Other		79,566
	OSSI Agency Licensing Fee	46,295	
	OSSI Consortium Fee	17,500	
	Cellebrite UFED Annual License Renewal	3,999	
	Extended Warranty for Dispatch Equipment	11,772	
	<b>TOTAL SERVICES</b>		<b>105,294</b>
<b>4300 -</b>	<b>SUPPLIES</b>		
4307	Postage		327
4308	Equipment		152,128
	Filing Cabinet for Records	1,249	
	Scanner for Records	880	
	Desk for new CID Office	4,000	
	Equipment for new Tahoes (6)	84,313	
	Plastix Plus Trunk Organizers for new Tahoes (6)	14,772	
	Golden Eagle II Mounted Radars (5)	10,190	
	K-9 Equipment for replacement Narcotics Dog	5,020	
	Equipment for Firing Range Training Facility	26,029	
	DVD Recorder for CID	2,000	
	New Desk & Remodel Workspace for Records	3,675	
4314	Protective Clothing		28,371
	Phase 2 of Rifle Vest Purchase	17,229	
	Riot Control Gear for 10 Officers & 1 Supervisor	11,142	
	<b>TOTAL SUPPLIES</b>		<b>180,826</b>
<b>4500 -</b>	<b>OTHER OPERATING EXPENSE</b>		
4511	Salary Incentive Contingency		15,000
	<b>TOTAL OTHER OPERATING EXPENSE</b>		<b>15,000</b>
<b>4900 -</b>	<b>CAPITAL OUTLAY</b>		
4902	Building		65,000
	Weapons Cleaning Storage Building at Firing Range	65,000	
4904	Specialized Equipment		108,503
	Watch Guard In-Car Video System (6)	40,716	
	Data Lux Computer System for Patrol Tahoes (6)	42,994	
	K-9 Narcotics Detection Dog	9,500	
	Reviver AED Package	15,293	
4906	Vehicles		273,734
	Patrol Tahoes (6) & Sedans (2)	273,734	
	<b>TOTAL CAPITAL OUTLAY</b>		<b>447,237</b>
	<b>TOTAL BUDGETED EXPENDITURES</b>	<b>\$</b>	<b>1,442,096</b>

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE OF THE CITY OF DEER PARK APPROVING THE 2017-2018 BUDGET FOR THE CRIME CONTROL AND PREVENTION DISTRICT; AND DECLARING AN EMERGENCY.**

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF DEER PARK:**

**I.**

The City Council of the City of Deer Park, Texas hereby acknowledges receipt of the 2017-2018 Crime Control and Prevention District Budget, which was approved by the Crime Control and Prevention District Board of Directors on July 10, 2017.

**II.**

Pursuant to the provisions of Section 363.205 of the Local Government Code, the City Council of the City of Deer Park, Texas, called and conducted a Public Hearing which was held on the 15th day of August, 2017, at 7:30 p.m. in the City Council Chambers at 710 E. San Augustine Street, Deer Park, Texas, at which time and place all persons desiring to be heard on or in connection with any matter or questions involving the approval by the City Council of the 2017-2018 budget for the Crime Control and Prevention District.

**III.**

After concluding said hearing and hearing all persons and documentation presented, the City Council of the City of Deer Park, Texas, hereby approves the 2017-2018 budget for the Crime Control and Prevention District.

**IV.**

The City Secretary gave notice of said hearing to the public as required by law.

**V.**

It is hereby officially found and determined that the meeting at which this Ordinance was adopted was open to the public, and that public notice of the time, place and purpose of said meeting was given, all as required by Chapter 551 of the Government Code of the State of Texas.

**VI.**

The City Council finds that this Ordinance relates to the immediate preservation of the public peace, health, safety and welfare and that the 2017-2018 budget for the Crime Control and Prevention District be adopted at the earliest possible moment to comply with State Law, and to provide protection for persons within the City, thereby creating an emergency, for which the Charter requirement providing for the reading of Ordinances on three (3) several days should be dispensed with and this Ordinance be passed finally on its introduction; and accordingly, such requirement is dispensed with, and this Ordinance shall take effect upon its passage and approval by the Mayor.

In accordance with Article VIII, Section 1 of the City Charter, this Ordinance was introduced before the City Council of the City of Deer Park, Texas, **passed, approved and adopted** on this the \_\_\_\_\_ day of \_\_\_\_\_, 2017 **by a vote of** \_\_\_\_\_ **“Ayes” and** \_\_\_\_\_ **“Noes”**.

\_\_\_\_\_  
**MAYOR**, City of Deer Park, Texas

**ATTEST:**

\_\_\_\_\_  
City Secretary

**APPROVED:**

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City Attorney



## Legislation Details (With Text)

**File #:** ORD 17-053    **Version:** 1    **Name:**

**Type:** Ordinance    **Status:** Agenda Ready

**File created:** 8/7/2017    **In control:** City Council

**On agenda:** 8/15/2017    **Final action:**

**Title:** Consideration of and action on the results of the public hearing and an ordinance adopting the FY 2017-2018 Fire Control, Prevention, and Emergency Medical Services District Budget.

**Sponsors:** City Manager's Office

**Indexes:**

**Code sections:**

**Attachments:** [Proposed to FCPEMSD - 17.18 Budget 07.10.17](#)  
[Ord - Approve FCPEMSD 17-18 Budget](#)

Date	Ver.	Action By	Action	Result
8/15/2017	1	City Council		

Consideration of and action on the results of the public hearing and an ordinance adopting the FY 2017-2018 Fire Control, Prevention, and Emergency Medical Services District Budget.

### Summary:

The Fire Control, Prevention, and Emergency Medical Services District Act, Chapter 344 of the Texas Local Government Code, prescribes the process for adopting an annual budget for the Fire Control, Prevention, and Emergency Medical Services District (FCPEMSD). On June 12, 2017, the FCPEMSD Board of Directors conducted a public hearing on the proposed FY 2017-2018 FCPEMSD Budget. On July 10, 2017, the FCPEMSD Board of Directors approved the FY 2017-2018 FCPEMSD Budget and voted to submit the budget to the City Council. The City Council is scheduled to conduct a public hearing on the budget on August 15, 2017 at 7:30 PM. Afterward, in the regular meeting, the City Council will consider action on the budget. This is in accordance with the Fire Control, Prevention, and Emergency Medical Services District Act which states that not later than the 30th day before the date the fiscal year begins, the governing body (e.g., City Council) shall approve or reject the budget submitted by the Board of Directors. If the City Council rejects the budget submitted by the Board, the City Council and the Board shall meet and together amend and approve the budget before the beginning of the fiscal year, which is October 1, 2017. Attached is the proposed budget for the FCPEMSD, which if adopted, will be included in the FY 2017-2018 City Budget as a "Component Unit."

### Fiscal/Budgetary Impact:

The FY 2017-2018 FCPEMSD Budget is necessary to carry out the programs adopted by the FCPEMSD Board of Directors and funded by the ¼ percent (0.25%) dedicated sales tax approved by the voters.

Approve the ordinance adopting the FY 2017-2018 Fire Control, Prevention, and Emergency Medical Services District Budget.

**CITY OF DEER PARK**  
***FIRE CONTROL, PREVENTION AND EMS DISTRICT (FCPEMSD)***  
**2017-2018 ANNUAL BUDGET**

**REVENUE SUMMARY**

	ACTUAL	BUDGET	ESTIMATED	REQUESTED	PROJECTED
	15-16	16-17	16-17	17-18	17-18
Tax Revenue	\$ 1,674,270	\$ 1,320,000	\$ 1,494,000	\$ 1,366,800	\$ 1,366,800
Other Revenue	1,122	-	1,250	-	-
Prior Year Revenue	-	316,312	-	2,435,423	2,443,543
<b>Total Revenue</b>	<b><u>\$ 1,675,391</u></b>	<b><u>\$ 1,636,312</u></b>	<b><u>\$ 1,495,250</u></b>	<b><u>\$ 3,802,223</u></b>	<b><u>\$ 3,810,343</u></b>

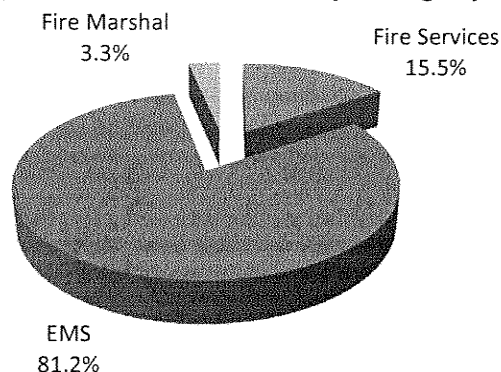
**CITY OF DEER PARK**  
***FIRE CONTROL, PREVENTION AND EMS DISTRICT (FCPEMSD)***  
**2017-2018 ANNUAL BUDGET**

	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	REQUESTED 17-18	PROJECTED 17-18
<b><u>3100 TAX REVENUE</u></b>					
3120 Sales Tax Revenue	\$ 1,674,270	\$ 1,320,000	\$ 1,494,000	\$ 1,366,800	\$ 1,366,800
Total Tax Revenue	<u>1,674,270</u>	<u>1,320,000</u>	<u>1,494,000</u>	<u>1,366,800</u>	<u>1,366,800</u>
<b><u>3600 OTHER REVENUE</u></b>					
3620 Investment Revenue	<u>1,122</u>	<u>-</u>	<u>1,250</u>	<u>-</u>	<u>-</u>
Total Other Revenue	<u>1,122</u>	<u>-</u>	<u>1,250</u>	<u>-</u>	<u>-</u>
Prior Year Revenue	<u>-</u>	<u>316,312</u>	<u>-</u>	<u>2,435,423</u>	<u>2,443,543</u>
<b>TOTAL REVENUE</b>	<b><u>\$ 1,675,391</u></b>	<b><u>\$ 1,636,312</u></b>	<b><u>\$ 1,495,250</u></b>	<b><u>\$ 3,802,223</u></b>	<b><u>\$ 3,810,343</u></b>

**CITY OF DEER PARK  
2017-2018 ANNUAL BUDGET  
FIRE CONTROL, PREVENTION AND EMS DISTRICT EXPENDITURE SUMMARY**

DEPARTMENT	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	REQUESTED 17-18	PROPOSED 17-18
<b><u>FIRE SERVICES</u></b>					
Personnel & Related	\$ -	\$ -	\$ -	\$ -	\$ -
Services	96,105	106,000	102,650	110,500	110,500
Supplies	35,672	113,100	113,025	206,100	206,100
Repairs & Maintenance	42,669	94,000	127,200	84,000	84,000
Other Operating Expenditures	-	-	-	-	-
Capital Outlay	55,698	256,000	71,000	187,000	187,000
<b>Total Fire Services</b>	<b>230,144</b>	<b>569,100</b>	<b>413,875</b>	<b>587,600</b>	<b>587,600</b>
<b><u>EMERGENCY MEDICAL SERVICES</u></b>					
Personnel & Related	357,332	565,740	531,007	661,718	668,676
Services	67,895	84,330	75,000	83,500	83,500
Supplies	16,906	63,066	60,000	49,630	49,630
Repairs & Maintenance	13,897	45,500	43,000	45,500	45,500
Capital Outlay	25,656	168,000	172,050	2,250,000	2,250,000
<b>Total Emergency Medical Services</b>	<b>481,686</b>	<b>926,636</b>	<b>881,057</b>	<b>3,090,348</b>	<b>3,097,306</b>
<b><u>FIRE MARSHAL</u></b>					
Personnel & Related	75,778	84,276	75,815	86,975	88,137
Services	23,295	36,300	31,400	31,500	31,500
Supplies	764	2,000	1,450	1,300	1,300
Repairs & Maintenance	800	7,000	4,500	4,500	4,500
Capital Outlay	273,375	11,000	11,000	-	-
<b>Total Fire Marshal</b>	<b>374,012</b>	<b>140,576</b>	<b>124,165</b>	<b>124,275</b>	<b>125,437</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,085,842</b>	<b>\$ 1,636,312</b>	<b>\$ 1,419,097</b>	<b>\$ 3,802,223</b>	<b>\$ 3,810,343</b>

**Expenditure Allocation by Category**



**CITY OF DEER PARK**  
**FIRE CONTROL, PREVENTION AND EMS DISTRICT (FCPEMSD)**  
**2017-2018 ANNUAL BUDGET**

**TOTAL FCPEMSD**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	REQUESTED 17-18	PROPOSED 17-18
<b><u>4100 PERSONNEL &amp; RELATED</u></b>					
4101 Salaries - Full Time	\$ 261,604	\$ 374,644	\$ 349,280	\$ 439,595	\$ 448,319
4102 Salaries - Part Time	-	-	11,230	12,000	12,000
4104 Salaries - Overtime	64,100	86,000	89,253	86,000	86,000
4106 Social Security/Medicare	24,233	35,102	39,500	40,949	41,615
4107 TMRS	46,002	65,703	56,050	77,441	77,566
4108 Health & Life Insurance	32,456	78,744	55,060	83,976	82,428
4109 Workers Compensation	2,738	7,753	4,436	6,707	6,815
4114 Section 125 Admin Fee	44	135	78	90	135
4117 Health Savings Account	1,933	1,935	1,935	1,935	1,935
Total Personnel & Related	433,110	650,016	606,822	748,693	756,813
<b><u>4200 SERVICES</u></b>					
4219 Mobile Technology	483	12,000	11,500	12,000	12,000
4239 Audit Fees	2,000	2,000	2,000	2,000	2,000
4252 Dues & Fees	436	5,130	4,250	4,250	4,250
4254 Inspections & Permits	15,030	13,000	13,900	21,250	21,250
4255 Community/Employee Affairs	5,079	8,500	8,500	8,500	8,500
4256 Santa Around Town	-	-	-	-	-
4279 Software - Other	20,768	30,700	27,000	27,000	27,000
4290 Contract Labor	143,499	155,300	141,900	150,500	150,500
Total Services	187,295	226,630	209,050	225,500	225,500
<b><u>4300 SUPPLIES</u></b>					
4301 Office Supplies	-	2,000	-	500	500
4303 Operational Supplies	17,469	40,100	39,250	39,800	39,800
4307 Postage	1,850	100	25	100	100
4308 Small Tools & Minor Equipment	19,977	61,466	56,200	143,730	143,730
4314 Protective Clothing	11,489	70,000	79,000	70,000	70,000
4346 Election Supplies	2,557	-	-	-	-
4348 Books	-	4,500	-	2,900	2,900
Total Supplies	53,342	178,166	174,475	257,030	257,030

**CITY OF DEER PARK**  
**FIRE CONTROL, PREVENTION AND EMS DISTRICT (FCPEMSD)**  
**2017-2018 ANNUAL BUDGET**

**TOTAL FCPEMSD**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	REQUESTED 17-18	PROPOSED 17-18
<b><u>4400 REPAIRS &amp; MAINTENANCE</u></b>					
4401 Vehicles	7,981	43,000	37,500	41,500	41,500
4402 Machinery & Equipment	15,195	48,500	43,000	47,500	47,500
4404 Buildings	20,681	18,000	20,500	8,000	8,000
4405 Radios	618	10,000	10,000	10,000	10,000
4413 Drill Field	8,925	20,000	57,000	20,000	20,000
4430 Furniture & Fixtures	3,966	7,000	6,700	7,000	7,000
Total Repairs & Maintenance	57,366	146,500	174,700	134,000	134,000
<b><u>4500 OTHER OPERATING EXP.</u></b>					
4510 Contingency	-	-	-	-	-
4511 Salary Contingency	-	-	-	-	-
Total Other Operating Exp.	-	-	-	-	-
<b><u>4900 CAPITAL OUTLAY</u></b>					
4902 Buildings	-	-	-	2,000,000	2,000,000
4903 Improvements Other Than Bldgs.	-	156,000	-	-	-
4904 Machinery & Equipment	81,354	16,000	82,000	55,000	55,000
4906 Automobiles & Light Trucks	-	-	30,000	-	-
4907 Large Trucks/Heavy Rolling Stock	273,375	263,000	142,050	-	-
4908 Lease Purchase	-	-	-	132,000	132,000
4941 Consulting Engineer Fee	-	-	-	250,000	250,000
Total Capital Outlay	354,729	435,000	254,050	2,437,000	2,437,000
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,085,842</b>	<b>\$ 1,636,312</b>	<b>\$ 1,419,097</b>	<b>\$ 3,802,223</b>	<b>\$ 3,810,343</b>

**CITY OF DEER PARK**  
**FIRE CONTROL, PREVENTION AND EMS DISTRICT (FCPEMSD)**  
**2017-2018 ANNUAL BUDGET**

**EXPENDITURE SUMMARY**

**304 - FIRE SERVICES**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	REQUESTED 17-18	PROPOSED 17-18
Personnel & Related	\$ -	\$ -	\$ -	\$ -	\$ -
Services	96,105	106,000	102,650	110,500	110,500
Supplies	35,672	113,100	113,025	206,100	206,100
Repairs & Maintenance	42,669	94,000	127,200	84,000	84,000
Other Operating Expenditures	-	-	-	-	-
Capital Outlay	55,698	256,000	71,000	187,000	187,000
<b>Total Expenditures</b>	<b>\$ 230,144</b>	<b>\$ 569,100</b>	<b>\$ 413,875</b>	<b>\$ 587,600</b>	<b>\$ 587,600</b>

**PROGRAM DESCRIPTION**

Fire Services include fire suppression and EMS services for the protection of life and property against fire and other disasters. The City currently has three fire stations.

**CITY OF DEER PARK**  
**FIRE CONTROL, PREVENTION AND EMS DISTRICT (FCPEMSD)**  
**2017-2018 ANNUAL BUDGET**

**304 - FIRE SERVICES**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	REQUESTED 17-18	PROPOSED 17-18
<b><u>4100 PERSONNEL &amp; RELATED</u></b>					
4101 Salaries - Full Time	\$ -	\$ -	\$ -	\$ -	\$ -
4102 Salaries - Part Time	-	-	-	-	-
4104 Salaries - Overtime	-	-	-	-	-
4106 Social Security/Medicare	-	-	-	-	-
4107 TMRS	-	-	-	-	-
4108 Health & Life Insurance	-	-	-	-	-
4109 Workers Compensation	-	-	-	-	-
<b>Total Personnel &amp; Related</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b><u>4200 SERVICES</u></b>					
4219 Mobile Technology	-	6,000	5,500	6,000	6,000
4239 Audit Fees	2,000	2,000	2,000	2,000	2,000
4252 Dues & Fees	36	1,000	250	250	250
4254 Inspections & Permits	15,030	13,000	13,900	21,250	21,250
4255 Community & Employee Awards	79	-	-	-	-
4256 Santa Around Town	-	-	-	-	-
4279 Software - Other	-	-	-	-	-
4290 Contract Labor	78,960	84,000	81,000	81,000	81,000
<b>Total Services</b>	<b>96,105</b>	<b>106,000</b>	<b>102,650</b>	<b>110,500</b>	<b>110,500</b>
<b><u>4300 SUPPLIES</u></b>					
4301 Office Supplies	-	2,000	-	500	500
4303 Operational Supplies	14,127	13,000	13,000	13,000	13,000
4307 Postage	1,850	100	25	100	100
4308 Small Tools & Minor Equipment	5,649	25,000	21,000	120,500	120,500
4314 Protective Clothing	11,489	70,000	79,000	70,000	70,000
4346 Election Supplies	2,557	-	-	-	-
4348 Books	-	3,000	-	2,000	2,000
<b>Total Supplies</b>	<b>35,672</b>	<b>113,100</b>	<b>113,025</b>	<b>206,100</b>	<b>206,100</b>

**CITY OF DEER PARK  
FIRE CONTROL, PREVENTION AND EMS DISTRICT (FCPEMSD)  
2017-2018 ANNUAL BUDGET**

**304 - FIRE SERVICES**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	REQUESTED 17-18	PROPOSED 17-18
<b><u>4400 REPAIRS &amp; MAINTENANCE</u></b>					
4401 Vehicles	1,473	23,000	20,000	23,000	23,000
4402 Machinery & Equipment	7,806	16,000	13,000	16,000	16,000
4404 Buildings	19,881	18,000	20,500	8,000	8,000
4405 Radios	618	10,000	10,000	10,000	10,000
4413 Drill Field	8,925	20,000	57,000	20,000	20,000
4430 Furniture & Fixtures	3,966	7,000	6,700	7,000	7,000
<b>Total Repairs &amp; Maintenance</b>	<b>42,669</b>	<b>94,000</b>	<b>127,200</b>	<b>84,000</b>	<b>84,000</b>
<b><u>4500 OTHER OPERATING EXP.</u></b>					
4510 Contingency	-	-	-	-	-
4511 Salary Contingency	-	-	-	-	-
<b>Total Other Operating Expenditures</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b><u>4900 CAPITAL OUTLAY</u></b>					
4903 Improvements Other Than Bldgs.	-	156,000	-	-	-
4904 Machinery & Equipment	55,698	5,000	71,000	55,000	55,000
4906 Automobiles & Light Trucks	-	-	-	-	-
4907 Large Trucks/Heavy Rolling Stock	-	95,000	-	-	-
4908 Lease Purchase	-	-	-	132,000	132,000
4941 Consulting Engineer Fee	-	-	-	-	-
<b>Total Capital Outlay</b>	<b>55,698</b>	<b>256,000</b>	<b>71,000</b>	<b>187,000</b>	<b>187,000</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 230,144</b>	<b>\$ 569,100</b>	<b>\$ 413,875</b>	<b>\$ 587,600</b>	<b>\$ 587,600</b>

**CITY OF DEER PARK  
2017 - 2018 FIRE CONTROL DISTRICT BUDGET**

**304 - FIRE SERVICES**

<b>4200 -</b>	<b>SERVICES</b>		
4219	Mobile Technology		\$ 6,000
	Air cards for iPads	6,000	
4239	Audit Fees		2,000
	Annual Audit	2,000	
4252	Dues and Fees		250
	Registration renewals	250	
4254	Inspections and Permits		21,250
	Breathing Air	6,000	
	SCBA Masks	3,000	
	Holmatro Tool annual inspection/maintenance	2,000	
	Annual Hose, Pump and Ladder Testing	6,100	
	Building generator load testing/inspection	4,150	
4290	Contract Labor		81,000
	Fire Personnel Services	76,000	
	Drill Field Janitorial Maintenance	5,000	
	<b>TOTAL SERVICES</b>		<b>110,500</b>
<b>4300 -</b>	<b>SUPPLIES</b>		
4301	Office Supplies		500
4303	Operational Supplies		13,000
	Miscellaneous operational supplies	13,000	
4307	Postage		100
4308	Small Tools & Minor Equipment		120,500
	Small equipment replacement/repairs	5,500	
	Replacement hose due to failure	3,000	
	Nozzles, SCBA masks	3,000	
	Equipment lift for Maintenance Shop	4,000	
	Slide out tray for bed area of Unit 430	4,000	
	Tools & equipment for new ladder truck	95,000	
	Miscellaneous tools and equipment	6,000	
4314	Protective Clothing		70,000
	Bunker gear (coats & pants)	60,000	
	NFPA gloves/rescue gloves	6,000	
	Boots	2,000	
	Suspenders, shields, etc.	2,000	
4348	Books		2,000
	<b>TOTAL SUPPLIES</b>		<b>206,100</b>
<b>4400 -</b>	<b>REPAIRS &amp; MAINTENANCE</b>		
4401	Vehicles		23,000
	Replacement tires	5,000	
	Miscellaneous repairs and maintenance	18,000	
4402	Machinery & Equipment		16,000
	Ice machine preventive maintenance	6,000	
	Miscellaneous repairs and maintenance	10,000	
4404	Building		8,000
	Miscellaneous repairs and maintenance	8,000	
4405	Radios		10,000
	Repair of radios & equipment	10,000	
4413	Drill Field		20,000
	Consumables (hay, propane, etc.)	4,000	
	Jaws supplies (cars, towing, etc.)	3,000	
	Prop maintenance	2,000	
	Heat tiles, maniquins, etc.	2,000	
	LPG Fuel	5,000	
	Miscellaneous repairs and maintenance	4,000	
4430	Furniture & Fixtures		7,000
	Replace furniture at 3 stations, as needed	7,000	
	<b>TOTAL REPAIRS &amp; MAINTENANCE</b>		<b>84,000</b>
<b>4900 -</b>	<b>CAPITAL OUTLAY</b>		
4904	Machinery & Equipment		55,000
	Breathing air compressor (Fire Station 1)	25,000	
	Thermal imaging cameras (3)	30,000	
4908	Lease Purchase		132,000
	Lease purchase financing for new Ladder Truck	132,000	
	<b>TOTAL CAPITAL OUTLAY</b>		<b>187,000</b>
	<b>TOTAL BUDGETED EXPENDITURES</b>		<b>\$ 587,600</b>

**CITY OF DEER PARK**  
**FIRE CONTROL, PREVENTION AND EMS DISTRICT (FCPEMSD)**  
**2017-2018 ANNUAL BUDGET**

**EXPENDITURE SUMMARY**

**305 - EMERGENCY MEDICAL SERVICES**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	REQUESTED 17-18	PROPOSED 17-18
Personnel & Related	\$ 357,332	\$ 565,740	\$ 531,007	\$ 661,718	\$ 668,676
Services	67,895	84,330	75,000	83,500	83,500
Supplies	16,906	63,066	60,000	49,630	49,630
Repairs & Maintenance	13,897	45,500	43,000	45,500	45,500
Capital Outlay	25,656	168,000	172,050	2,250,000	2,250,000
<b>Total Expenditures</b>	<b>\$ 481,686</b>	<b>\$ 926,636</b>	<b>\$ 881,057</b>	<b>\$ 3,090,348</b>	<b>\$ 3,097,306</b>

**PERSONNEL SCHEDULE**

EMS Captain	0	2	2	2	2
Paramedic Supervisor	2	0	0	0	0
Paramedics	2	4	4	5	5
Part-Time Paramedics	0	0	0	2	2

**PROGRAM DESCRIPTION**

Emergency Medical Services include emergency medical treatment and ambulance transportation as needed.

**CITY OF DEER PARK**  
**FIRE CONTROL, PREVENTION AND EMS DISTRICT (FCPEMSD)**  
**2017-2018 ANNUAL BUDGET**

**305 - EMERGENCY MEDICAL SERVICES**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	REQUESTED 17-18	PROPOSED 17-18
<b><u>4100 PERSONNEL &amp; RELATED</u></b>					
4101 Salaries - Full Time	\$ 205,448	\$ 317,801	\$ 292,710	\$ 380,783	\$ 388,345
4102 Salaries - Part Time	-	-	11,230	12,000	12,000
4104 Salaries - Overtime	63,492	80,000	88,603	80,000	80,000
4106 Social Security/Medicare	19,930	30,323	35,100	36,027	36,604
4107 TMRS	37,983	56,735	48,650	67,905	68,013
4108 Health & Life Insurance	27,119	72,732	49,500	77,736	76,308
4109 Workers Compensation	2,027	6,724	3,846	5,887	5,981
4114 Section 125 Admin Fee	44	135	78	90	135
4117 Health Savings Account	1,289	1,290	1,290	1,290	1,290
<b>Total Personnel &amp; Related</b>	<b>357,332</b>	<b>565,740</b>	<b>531,007</b>	<b>661,718</b>	<b>668,676</b>
<b><u>4200 SERVICES</u></b>					
4219 Mobile Technology	483	4,000	4,000	4,000	4,000
4252 Dues & Fees	400	4,130	4,000	4,000	4,000
4255 Community & Employee Awards	-	5,000	5,000	5,000	5,000
4279 Software - Other	16,823	17,700	17,000	17,000	17,000
4290 Contract Labor	50,189	53,500	45,000	53,500	53,500
<b>Total Services</b>	<b>67,895</b>	<b>84,330</b>	<b>75,000</b>	<b>83,500</b>	<b>83,500</b>
<b><u>4300 SUPPLIES</u></b>					
4301 Office Supplies	-	-	-	-	-
4303 Operational Supplies	3,342	26,600	26,000	26,500	26,500
4308 Small Tools & Minor Equipment	13,564	34,966	34,000	22,230	22,230
4348 Books	-	1,500	-	900	900
<b>Total Supplies</b>	<b>16,906</b>	<b>63,066</b>	<b>60,000</b>	<b>49,630</b>	<b>49,630</b>
<b><u>4400 REPAIRS &amp; MAINTENANCE</u></b>					
4401 Vehicles	6,508	16,000	15,000	16,000	16,000
4402 Machinery & Equipment	7,389	29,500	28,000	29,500	29,500
<b>Total Repairs &amp; Maintenance</b>	<b>13,897</b>	<b>45,500</b>	<b>43,000</b>	<b>45,500</b>	<b>45,500</b>

**CITY OF DEER PARK**  
**FIRE CONTROL, PREVENTION AND EMS DISTRICT (FCPEMSD)**  
**2017-2018 ANNUAL BUDGET**

**305 - EMERGENCY MEDICAL SERVICES**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	REQUESTED 17-18	PROPOSED 17-18
<b><u>4900 CAPITAL OUTLAY</u></b>					
4902 Buildings	-	-	-	2,000,000	2,000,000
4904 Machinery & Equipment	25,656	-	-	-	-
4906 Automobiles & Light Trucks	-	-	30,000	-	-
4907 Large Trucks/Heavy Rolling Stock	-	168,000	142,050	-	-
4941 Consulting Engineer Fee	-	-	-	250,000	250,000
<b>Total Capital Outlay</b>	<b><u>25,656</u></b>	<b><u>168,000</u></b>	<b><u>172,050</u></b>	<b><u>2,250,000</u></b>	<b><u>2,250,000</u></b>
 <b>TOTAL EXPENDITURES</b>	 <b><u>\$ 481,686</u></b>	 <b><u>\$ 926,636</u></b>	 <b><u>\$ 881,057</u></b>	 <b><u>\$ 3,090,348</u></b>	 <b><u>\$ 3,097,306</u></b>

**CITY OF DEER PARK  
2017 - 2018 FIRE CONTROL DISTRICT BUDGET**

**305 - EMERGENCY MEDICAL SERVICES**

<b>4100 -</b>	<b>PERSONNEL &amp; RELATED</b>		
4101	Salaries - Full Time	\$	388,345
4102	Salaries - Part Time		12,000
4104	Overtime		80,000
	Various Benefits (Total)		188,331
	<b>TOTAL PERSONNEL</b>		<b>668,676</b>
<b>4200 -</b>	<b>SERVICES</b>		
4219	Mobile Technology		4,000
	Air cards for iPads	4,000	
4252	Dues and Fees		4,000
	CLIA Lab Fees	250	
	Ambulance License Renewal (4 units)	600	
	Ambulance Operating License Renewal Fee	500	
	Health Stream (EMS Continuing Education)	2,400	
	SETRAC Annual Dues	250	
4255	Community Awards		5,000
	EMS Week, Fire Responders Appreciation, etc.	5,000	
4279	Software - Other		17,000
	TriTech Annual Fees	2,000	
	ESO Solutions Annual Fees	6,500	
	Gateway EDI	1,700	
	EMS Technology	2,100	
	ESO Solutions bi-directional data exchange	1,000	
	EMS Simulator (SimMan)	1,500	
	When To Work Scheduling Software	1,000	
	Sunguard Freedom One Solution	1,200	
4290	Contract Labor		53,500
	EMS Personnel Services	53,500	
	<b>TOTAL SERVICES</b>		<b>83,500</b>
<b>4300 -</b>	<b>SUPPLIES</b>		
4303	Operational Supplies		26,500
	EMS medical supplies, medications, etc.	15,000	
	Disposable PPE, spider straps	500	
	C-Spine immobilization equipment	500	
	Gloves, cleaning supplies, etc. (warehouse)	1,500	
	Cyano-kits cyanide exposure treatment kits (4)	3,500	
	Miscellaneous operational supplies	5,500	
4308	Small Tools & Minor Equipment		22,230
	Replacement gear bags	4,000	
	Rescue tool replacement	4,000	
	Vehicle storage bins, shelves, etc.	4,030	
	Knox Box Medicine Vaults (4)	7,200	
	Miscellaneous tools and equipment	3,000	
4348	Books		900
	<b>TOTAL SUPPLIES</b>		<b>49,630</b>
<b>4400 -</b>	<b>REPAIRS &amp; MAINTENANCE</b>		
4401	Vehicles		16,000
	Tires	6,000	
	Preventative Maintenance	5,000	
	Unforeseen Maintenance	5,000	
4402	Machinery & Equipment		29,500
	LP-15 and AED maintenance	20,500	
	Stretcher maintenance	9,000	
	<b>TOTAL REPAIRS &amp; MAINTENANCE</b>		<b>45,500</b>
<b>4900 -</b>	<b>CAPITAL OUTLAY</b>		
4902	Buildings		2,000,000
	Construction of EMS Annex at Fire Station 1	2,000,000	
4941	Consulting Engineer Fee		250,000
	Design of EMS Annex at Fire Station 1	250,000	
	<b>TOTAL CAPITAL OUTLAY</b>		<b>2,250,000</b>
	<b>TOTAL BUDGETED EXPENDITURES</b>	<b>\$</b>	<b>3,097,306</b>

**CITY OF DEER PARK  
FIRE CONTROL, PREVENTION AND EMS DISTRICT (FCPEMSD)  
2017-2018 ANNUAL BUDGET**

**EXPENDITURE SUMMARY**

**307 - FIRE MARSHAL**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	REQUESTED 17-18	PROPOSED 17-18
Personnel & Related	\$ 75,778	\$ 84,276	\$ 75,815	\$ 86,975	\$ 88,137
Services	23,295	36,300	31,400	31,500	31,500
Supplies	764	2,000	1,450	1,300	1,300
Repairs & Maintenance	800	7,000	4,500	4,500	4,500
Capital Outlay	273,375	11,000	11,000	-	-
<b>Total Expenditures</b>	<b>\$ 374,012</b>	<b>\$ 140,576</b>	<b>\$ 124,165</b>	<b>\$ 124,275</b>	<b>\$ 125,437</b>

**PERSONNEL SCHEDULE**

Fire Marshal Inspector	1	1	1	1	1
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**PROGRAM DESCRIPTION**

The Fire Marshal's office is responsible for inspections and enforcement of the City's Fire Code as well as fire investigations. The Fire Marshal also designs and presents fire safety education programs in the community.

**CITY OF DEER PARK  
FIRE CONTROL, PREVENTION AND EMS DISTRICT (FCPEMSD)  
2017-2018 ANNUAL BUDGET**

**307 - FIRE MARSHAL**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	REQUESTED 17-18	PROPOSED 17-18
<b><u>4100 PERSONNEL &amp; RELATED</u></b>					
4101 Salaries - Full Time	\$ 56,156	\$ 56,843	\$ 56,570	\$ 58,812	\$ 59,974
4104 Salaries - Overtime	608	6,000	650	6,000	6,000
4106 Social Security/Medicare	4,303	4,779	4,400	4,922	5,011
4107 TMRS	8,019	8,968	7,400	9,536	9,553
4108 Health & Life Insurance	5,337	6,012	5,560	6,240	6,120
4109 Workers Compensation	711	1,029	590	820	834
4114 Section 125 Admin Fee	-	-	-	-	-
4117 Health Savings Account	644	645	645	645	645
<b>Total Personnel &amp; Related</b>	<b>75,778</b>	<b>84,276</b>	<b>75,815</b>	<b>86,975</b>	<b>88,137</b>
<b><u>4200 SERVICES</u></b>					
4219 Mobile Technology	-	2,000	2,000	2,000	2,000
4255 Community/Employee Affairs	5,000	3,500	3,500	3,500	3,500
4279 Software - Other	3,945	13,000	10,000	10,000	10,000
4290 Contract Labor	14,350	17,800	15,900	16,000	16,000
<b>Total Services</b>	<b>23,295</b>	<b>36,300</b>	<b>31,400</b>	<b>31,500</b>	<b>31,500</b>
<b><u>4300 SUPPLIES</u></b>					
4303 Operational Supplies	-	500	250	300	300
4308 Small Tools & Minor Equipment	764	1,500	1,200	1,000	1,000
<b>Total Supplies</b>	<b>764</b>	<b>2,000</b>	<b>1,450</b>	<b>1,300</b>	<b>1,300</b>
<b><u>4400 REPAIRS &amp; MAINTENANCE</u></b>					
4401 Vehicles	-	4,000	2,500	2,500	2,500
4402 Machinery & Equipment	-	3,000	2,000	2,000	2,000
4404 Building	800	-	-	-	-
<b>Total Repairs &amp; Maintenance</b>	<b>800</b>	<b>7,000</b>	<b>4,500</b>	<b>4,500</b>	<b>4,500</b>

**CITY OF DEER PARK**  
**FIRE CONTROL, PREVENTION AND EMS DISTRICT (FCPEMSD)**  
**2017-2018 ANNUAL BUDGET**

**307 - FIRE MARSHAL**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	REQUESTED 17-18	PROPOSED 17-18
<b><u>4900 CAPITAL OUTLAY</u></b>					
4904 Machinery & Equipment	-	11,000	11,000	-	-
4906 Automobiles & Light Trucks	-	-	-	-	-
4907 Truck & Heavy Rolling Stock	<u>273,375</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Total Capital Outlay</b>	<b><u>273,375</u></b>	<b><u>11,000</u></b>	<b><u>11,000</u></b>	<b><u>-</u></b>	<b><u>-</u></b>
 <b>TOTAL EXPENDITURES</b>	 <b><u>\$ 374,012</u></b>	 <b><u>\$ 140,576</u></b>	 <b><u>\$ 124,165</u></b>	 <b><u>\$ 124,275</u></b>	 <b><u>\$ 125,437</u></b>

**CITY OF DEER PARK  
2017 - 2018 FIRE CONTROL DISTRICT BUDGET**

**307 - FIRE MARSHAL**

<b>4100 -</b>	<b>PERSONNEL &amp; RELATED</b>		
4101	Salaries - Full Time		\$ 59,974
4104	Overtime		6,000
	Various Benefits (Total)		22,163
	<b>TOTAL PERSONNEL</b>		<b>88,137</b>
<b>4200 -</b>	<b>SERVICES</b>		
4219	Mobile Technology		2,000
	Air cards for iPads	2,000	
4255	Community Awards		3,500
	Contest awards, fire prevention parade, etc.	3,500	
4279	Software - Other		10,000
	Firehouse Annual Subscription	10,000	
4290	Contract Labor		16,000
	Monthly stipends (4 inspectors)	16,000	
	<b>TOTAL SERVICES</b>		<b>31,500</b>
<b>4300 -</b>	<b>SUPPLIES</b>		
4303	Operational Supplies		300
	Miscellaneous operational supplies	300	
4308	Small Tools & Minor Equipment		1,000
	Miscellaneous tools and equipment	1,000	
	<b>TOTAL SUPPLIES</b>		<b>1,300</b>
<b>4400 -</b>	<b>REPAIRS &amp; MAINTENANCE</b>		
4401	Vehicles		2,500
	Repairs and maintenance, as needed	2,500	
4402	Machinery & Equipment		2,000
	Fire prevention education & investigation trailer	2,000	
	<b>TOTAL REPAIRS &amp; MAINTENANCE</b>		<b>4,500</b>
	<b>TOTAL BUDGETED EXPENDITURES</b>		<b>\$ 125,437</b>

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE OF THE CITY OF DEER PARK APPROVING THE 2017-2018 BUDGET FOR THE FIRE CONTROL, PREVENTION, AND EMERGENCY MEDICAL SERVICES DISTRICT; AND DECLARING AN EMERGENCY.**

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF DEER PARK:**

**I.**

The City Council of the City of Deer Park, Texas hereby acknowledges receipt of the 2017-2018 Fire Control, Prevention, and Emergency Medical Services District Budget, which was approved by the Fire Control, Prevention, and Emergency Medical Services District Board of Directors on July 10, 2017.

**II.**

Pursuant to the provisions of Section 344.205 of the Local Government Code, the City Council of the City of Deer Park, Texas, called and conducted a Public Hearing which was held on the 15th day of August, 2017, at 7:30 p.m. in the City Council Chambers at 710 E. San Augustine Street, Deer Park, Texas, at which time and place all persons desiring to be heard on or in connection with any matter or questions involving the approval by the City Council of the 2017-2018 budget for the Fire Control, Prevention, and Emergency Medical Services District.

**III.**

After concluding said hearing and hearing all persons and documentation presented, the City Council of the City of Deer Park, Texas, hereby approves the 2017-2018 budget for the Fire Control, Prevention, and Emergency Medical Services District.

**IV.**

The City Secretary gave notice of said hearing to the public as required by law.

**V.**

It is hereby officially found and determined that the meeting at which this Ordinance was adopted was open to the public, and that public notice of the time, place and purpose of said meeting was given, all as required by Chapter 551 of the Government Code of the State of Texas.

**VI.**

The City Council finds that this Ordinance relates to the immediate preservation of the public peace, health, safety and welfare and that the 2017-2018 budget for the Fire Control, Prevention, and Emergency Medical Services District be adopted at the earliest possible moment to comply with State Law, and to provide protection for persons within the City, thereby creating an emergency, for which the Charter requirement providing for the reading of Ordinances on three (3) several days should be dispensed with and this Ordinance be passed finally on its introduction; and accordingly, such requirement is dispensed with, and this Ordinance shall take effect upon its passage and approval by the Mayor.

In accordance with Article VIII, Section 1 of the City Charter, this Ordinance was introduced before the City Council of the City of Deer Park, Texas, **passed, approved and adopted** on this the \_\_\_\_\_ day of \_\_\_\_\_, 2017 **by a vote of** \_\_\_\_\_ **“Ayes” and** \_\_\_\_\_ **“Noes”**.

\_\_\_\_\_  
**MAYOR**, City of Deer Park, Texas

**ATTEST:**

\_\_\_\_\_  
City Secretary

**APPROVED:**

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City Attorney



## Legislation Details (With Text)

<b>File #:</b>	ORD 17-054	<b>Version:</b>	1	<b>Name:</b>	
<b>Type:</b>	Ordinance	<b>Status:</b>		Agenda Ready	
<b>File created:</b>	8/8/2017	<b>In control:</b>		City Council	
<b>On agenda:</b>	8/15/2017	<b>Final action:</b>			
<b>Title:</b>	Consideration of and action on an Ordinance Changing the Time of the October 3, 2017 Regular City Council Meeting from 7:30 p.m. to 5:30 p.m. due to National Night Out.				
<b>Sponsors:</b>	City Manager's Office, City Council				
<b>Indexes:</b>					
<b>Code sections:</b>					
<b>Attachments:</b>	<a href="#">Reschedule Council Meeting - National Night Out-2017</a>				

Date	Ver.	Action By	Action	Result
8/15/2017	1	City Council		

Consideration of and action on an Ordinance Changing the Time of the October 3, 2017 Regular City Council Meeting from 7:30 p.m. to 5:30 p.m. due to National Night Out.

### Summary:

Each year on the first Tuesday of October, the City of Deer Park participates in National Night Out. According to its founders, this program promotes, "Police-community partnerships, crime prevention, and neighborhood camaraderie." As part of the program, block parties are organized and held in neighborhoods throughout the City. Deer Park's Mayor, Councilmembers, Police Officers, Fire officials, and other City staff attend National Night Out parties all around our community. To accommodate this, the start time of the first City Council Meeting of October needs to be moved from 7:30 p.m. to 5:30 p.m. This may be accomplished by passage of the attached ordinance.

### Fiscal/Budgetary Impact:

N/A

Approval of the attached ordinance is recommended.

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE RESCHEDULING THE REGULAR COUNCIL MEETING OF THE CITY COUNCIL OF THE CITY OF DEER PARK, TEXAS; DESIGNATING ANOTHER TIME FOR SAID MEETING TO BE HELD; AND DECLARING AN EMERGENCY.**

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF DEER PARK:**

1. That the regular meeting of the City Council of the City of Deer Park, Texas, on October 3, 2017, at 7:30 p.m. is rescheduled, so the Mayor and Council may participate in National Night Out, in the city of Deer Park Neighborhoods.

2. That the City Council of the City of Deer Park, Texas, will meet on October 3, 2017, in the City Council Chambers in the City Hall of said City at 5:30 p.m. The next regular meeting thereafter shall be held at the same time and place on October 17, 2017, as previously set out by Ordinance.

3. It is hereby officially found and determined that the meeting at which this Ordinance was adopted was open to the public, and that public notice of the time, place and purpose of said meeting was given, all as required by Chapter 551 of the Government Code of The State of Texas.

4. The City Council finds that this Ordinance relates to the immediate preservation of the public peace, safety and welfare in that it is necessary that a time for the regular meetings of the City Council be designated which will allow a quorum of the Council to be present, so that its functioning as the governing body of the City of Deer Park, Texas will not be stalled or impeded, thereby creating an emergency, on account of which the Charter requirement providing for the reading of Ordinances on three (3) several days should be dispensed with and this Ordinance should be passed finally on its introduction; and, accordingly, such requirement is dispensed with and this Ordinance shall take effect upon its passage and approval by the Mayor.

In accordance with Article VIII, Section 1 of the City Charter, this Ordinance was introduced before the City Council of the City of Deer Park, Texas, **passed, approved and adopted** on this the \_\_\_\_ day of \_\_\_\_\_, 2017 **by a vote of** **“Ayes”** **and** **“Noes”**.

\_\_\_\_\_  
**MAYOR**, City of Deer Park

**ATTEST:**

\_\_\_\_\_  
City Secretary

**APPROVED:**

\_\_\_\_\_  
City Attorney



## Legislation Details (With Text)

**File #:** ORD 17-051    **Version:** 1    **Name:**  
**Type:** Ordinance    **Status:** Agenda Ready  
**File created:** 8/7/2017    **In control:** City Council  
**On agenda:** 8/15/2017    **Final action:**  
**Title:** Consideration of and action on an ordinance approving the Fiscal Year 2017-2018 Deer Park Community Development Corporation Budget.  
**Sponsors:** City Manager's Office  
**Indexes:**  
**Code sections:**  
**Attachments:** [Proposed to DPCDC - 17.18 Budget 07.24.17](#)  
[Ord - Approve DPCDC 17-18 Budget](#)

Date	Ver.	Action By	Action	Result
8/15/2017	1	City Council		

Consideration of and action on an ordinance approving the Fiscal Year 2017-2018 Deer Park Community Development Corporation Budget.

### Summary:

The bylaws of the Deer Park Community Development Corporation ("DPCDC" or "Corporation") provide that the Corporation's fiscal year shall be the same as the fiscal year of the City, which is October 1 - September 30. A preliminary budget for the DPCDC for Fiscal Year 2017-2018 was presented for discussion at the April 24, 2017 DPCDC Board of Directors meeting. The Board approved the Fiscal Year 2017-2018 DPCDC Budget at the July 24, 2017 Board meeting and recommended that the budget be submitted to the City Council for approval. Section 501.073 of the Local Government Code states that the Corporation's authorizing unit (City Council) will approve all programs and expenditures of the Corporation and annually review any financial statements of the Corporation (note: financial statements are submitted and reviewed quarterly).

This Fiscal Year 2017-2018 budget for the DPCDC includes total revenues of \$2,700,900 (tax revenue and investment revenue) and total expenditures of \$2,700,900 (services, supplies and operating transfers to the City to pay for the debt service costs on the bonds funding the approved capital projects).

The City Council is scheduled to discuss the DPCDC budget at the August 15, 2017 workshop and then scheduled to adopt the budget at the regular meeting to follow at 7:30 PM (note: the final Fiscal Year 2017-2018 City Budget, which incorporates all funds and component units of the City, is scheduled for adoption on September 19, 2017).

### Fiscal/Budgetary Impact:

The proposed DPCDC budget includes all anticipated revenues to be derived in Fiscal Year 2017-2018 from the ½ percent

(0.25%) Type B sales and use tax as well as proposed expenditures for the fiscal year.

Approve the ordinance.

**CITY OF DEER PARK**  
**2017-2018 ANNUAL BUDGET**  
**DEER PARK COMMUNITY DEVELOPMENT CORPORATION (DPCDC)**

**REVENUE SUMMARY**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROJECTED 17-18
Tax Revenue	\$ 3,271,782	\$ 2,400,000	\$ 3,200,000	\$ 2,700,000
Other Revenue	513	3,600	1,000	900
Prior Year Revenue	-	892,996	480,436	-
<b>Total Revenue</b>	<b><u>\$ 3,272,295</u></b>	<b><u>\$ 3,296,596</u></b>	<b><u>\$ 3,681,436</u></b>	<b><u>\$ 2,700,900</u></b>

**CITY OF DEER PARK**  
**2017-2018 ANNUAL BUDGET**  
**DEER PARK COMMUNITY DEVELOPMENT CORPORATION (DPCDC)**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROJECTED 17-18
<b><u>3100 TAX REVENUE</u></b>				
3120 Sales Tax Revenue	\$ 3,271,782	\$ 2,400,000	\$ 3,200,000	\$ 2,700,000
<b>Total Tax Revenue</b>	<b><u>3,271,782</u></b>	<b><u>2,400,000</u></b>	<b><u>3,200,000</u></b>	<b><u>2,700,000</u></b>
<b><u>3600 OTHER REVENUE</u></b>				
3620 Investment Revenue	513	3,600	1,000	900
<b>Total Other Revenue</b>	<b><u>513</u></b>	<b><u>3,600</u></b>	<b><u>1,000</u></b>	<b><u>900</u></b>
<b>Prior Year Revenue</b>	<b><u>-</u></b>	<b><u>892,996</u></b>	<b><u>480,436</u></b>	<b><u>-</u></b>
<b>TOTAL REVENUE</b>	<b><u>\$ 3,272,295</u></b>	<b><u>\$ 3,296,596</u></b>	<b><u>\$ 3,681,436</u></b>	<b><u>\$ 2,700,900</u></b>

**CITY OF DEER PARK  
2017-2018 ANNUAL BUDGET  
DEER PARK COMMUNITY DEVELOPMENT CORPORATION (DPCDC)  
EXPENDITURE SUMMARY**

DEPARTMENT	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
Total DPCDC Services	\$ 229,606	\$ 3,296,596	\$ 3,681,436	\$ 2,700,900
<b>TOTAL EXPENDITURES</b>	<b>\$ 229,606</b>	<b>\$ 3,296,596</b>	<b>\$ 3,681,436</b>	<b>\$ 2,700,900</b>

**CITY OF DEER PARK**  
**2017-2018 ANNUAL BUDGET**  
**DEER PARK COMMUNITY DEVELOPMENT CORPORATION (DPCDC)**

**EXPENDITURE SUMMARY**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
Services	\$ -	\$ 4,400	\$ 3,600	\$ 4,400
Supplies	11	1,500	25	1,500
Other Operating Expenditures	<u>229,595</u>	<u>3,290,696</u>	<u>3,677,811</u>	<u>2,695,000</u>
<b>Total Expenditures</b>	<b><u>\$ 229,606</u></b>	<b><u>\$ 3,296,596</u></b>	<b><u>\$ 3,681,436</u></b>	<b><u>\$ 2,700,900</u></b>

**PROGRAM DESCRIPTION**

Chapter 505 of the Texas Local Government Code authorizes the use of Type B economic development sales 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 tax to fund the projects approved by the voters on May 9, 2015.

**CITY OF DEER PARK**  
**2017-2018 ANNUAL BUDGET**  
**DEER PARK COMMUNITY DEVELOPMENT CORPORATION (DPCDC)**

DESCRIPTION	ACTUAL 15-16	BUDGET 16-17	ESTIMATED 16-17	PROPOSED 17-18
<b><u>4200 SERVICES</u></b>				
4201 Public Notices	\$ -	\$ 1,900	\$ 1,600	\$ 1,900
4239 Audit Fee	-	2,000	2,000	2,000
4250 Training & Travel	-	500	-	500
4252 Dues & Fees	-	-	-	-
<b>Total Services</b>	<b>-</b>	<b>4,400</b>	<b>3,600</b>	<b>4,400</b>
<b><u>4300 SUPPLIES</u></b>				
4301 Office Supplies	-	100	-	100
4305 Printing	-	1,300	-	1,300
4307 Postage	11	100	25	100
<b>Total Supplies</b>	<b>11</b>	<b>1,500</b>	<b>25</b>	<b>1,500</b>
<b><u>4500 OTHER OPERATING EXP.</u></b>				
4525 Other Bond Related Fees	80,095	23,500	55,970	118,000
4530 Operating Transfers	87,231	3,267,196	2,184,110	2,394,362
4591 Pay-As-You-Go	62,269	-	1,437,731	182,638
<b>Total Operating Transfers</b>	<b>229,595</b>	<b>3,290,696</b>	<b>3,677,811</b>	<b>2,695,000</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 229,606</b>	<b>\$ 3,296,596</b>	<b>\$ 3,681,436</b>	<b>\$ 2,700,900</b>

**DEER PARK COMMUNITY DEVELOPMENT CORPORATION (DPCDC)  
2017-2018 ANNUAL BUDGET**

DESCRIPTION		PROPOSED 17-18												
<b><u>4200 Services</u></b>														
4201 Public Notices	Estimate for two public hearings (\$100); bid notice (\$1,600); miscellaneous other (\$200)	\$ 1,900												
4239 Audit Fee	DPCDC share of annual audit costs (apportioned as a flat fee, similar to special revenue districts)	2,000												
4250 Training & Travel	Estimate for legislative training, etc.	500												
4252 Dues & Fees	Estimate for user fee to obtain IRS determination regarding exemption from Form 990 filing requirements	-												
<b><u>4300 Supplies</u></b>														
4301 Office Supplies	Estimate for miscellaneous office supplies	100												
4305 Printing	Estimate for miscellaneous printing (\$100) and printing of project signs for construction sites (\$1,200)	1,300												
4307 Postage	Estimate for miscellaneous correspondence	100												
<b><u>4500 Other Operating Transfers</u></b>														
4525 Other Bond Related Fees	Estimated issuance costs - Proposed Series 2018: Est. Issuance Costs (@ 2% PAR) 117,000 Est, Paying Agent Fees 1,000	118,000												
4530 Operating Transfers	Transfer to the City for debt service payments as follows related to debt issued to fund projects approved in the 2015 election to adopt the Type B sales and use tax: <table><tr><td></td><td><u>Series 2016</u></td><td><u>Series 2017</u></td><td><u>Series 2018</u> (Proposed)</td></tr><tr><td>Principal</td><td>1,780,000</td><td>60,000</td><td>260,000</td></tr><tr><td>Interest</td><td>103,986</td><td>50,463</td><td>139,913</td></tr></table>		<u>Series 2016</u>	<u>Series 2017</u>	<u>Series 2018</u> (Proposed)	Principal	1,780,000	60,000	260,000	Interest	103,986	50,463	139,913	2,394,362
	<u>Series 2016</u>	<u>Series 2017</u>	<u>Series 2018</u> (Proposed)											
Principal	1,780,000	60,000	260,000											
Interest	103,986	50,463	139,913											
	Project costs will be paid through the capital projects (bond fund), with the pay-as-you-go funding to be handled via an operating transfer to that bond fund, with the 2018 estimates as follows: Hike & Bike Trails 182,638 (design & construction)	182,638												

**DEER PARK COMMUNITY DEVELOPMENT CORPORATION (DPCDC)  
2017-2018 ANNUAL BUDGET  
PROJECT COSTS APPROVED BY THE VOTERS**

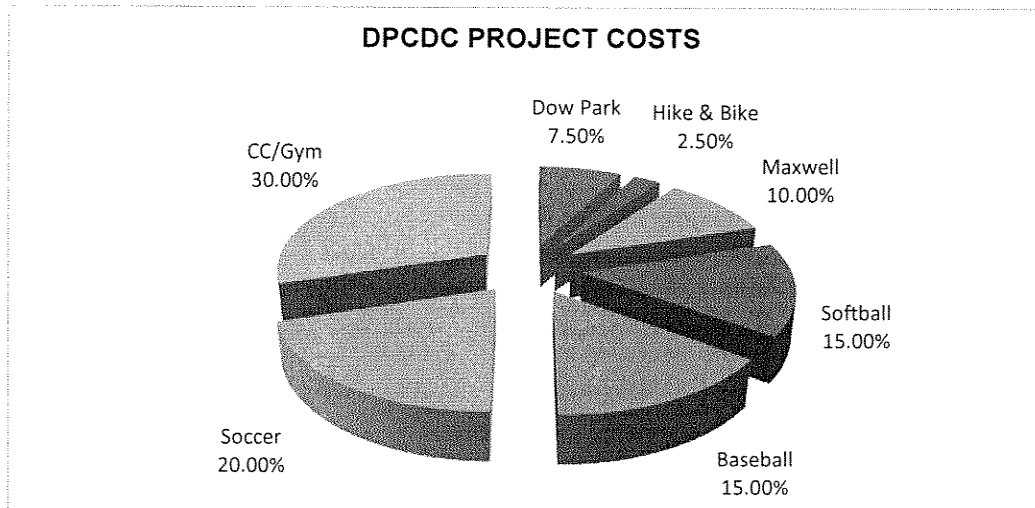
On May 9, 2015, the voters approved a dedicated 0.50% sales tax for the following projects, the costs of which were enumerated in the Proposition in an amount not exceed \$20,000,000. This amount is for the construction, renovation, acquisition, equipment and improvement of the projects and is exclusive of the costs of financing. Project costs will be recorded in the respective bond funds (for each debt issuance to be funded by the Type B sales and use tax) or in the DPCDC Fund (for the project costs funded by pay as you go):

Projects (Design & Construction):

Dow Park Pavilion	\$ 1,500,000	7.50%
Hike and Bike Trail Development	500,000	2.50%
Maxwell Center Expansion and Parking Lot	2,000,000	10.00%
Girls Softball Renovations at Youth Sports Complex	3,000,000	15.00%
Deer Park Baseball Development and Renovation including, but not limited to, Spencerview	3,000,000	15.00%
Soccer Field Development	4,000,000	20.00%
Community Center and Gym Renovation and Expansion	<u>6,000,000</u>	<u>30.00%</u>
	<u>\$ 20,000,000</u>	<u>100.00%</u>

Source of Funds:

Certificates of Obligation, Series 2016	\$ 9,450,000	47.25%
Proposed Certificates of Obligation, Series 2017	2,700,000	13.50%
Proposed Certificates of Obligation, Series 2018	5,850,000	29.25%
Pay As You Go	<u>2,000,000</u>	<u>10.00%</u>
	<u>\$ 20,000,000</u>	<u>100.00%</u>



**DEER PARK COMMUNITY DEVELOPMENT CORPORATION (DPCDC)**  
**2017-2018 ANNUAL BUDGET**  
**ANNUAL DEBT SERVICE PAYMENTS**

**CERTIFICATES OF OBLIGATION, SERIES 2016**  
**(Issued by the City of Deer Park)**  
**\$9,450,000 dated February 16, 2016**  
**Interest Rate: 1.59%**

<u>DUE IN</u> <u>FISCAL YEAR</u>	<u>INTEREST</u> <u>RATE</u>	<u>DUE MAR. 15</u>		<u>DUE SEP. 15</u>	<u>ANNUAL</u> <u>TOTAL</u>
		<u>PRINCIPAL</u>	<u>INTEREST</u>	<u>INTEREST</u>	
2018	4.250%	\$ 1,780,000.00	\$ 59,068.50	\$ 44,917.50	\$ 1,883,986.00
2019	4.250%	665,000.00	44,917.50	39,630.75	749,548.25
2020	4.250%	680,000.00	39,630.75	34,224.75	753,855.50
2021	4.250%	690,000.00	34,224.75	28,739.25	752,964.00
2022	4.250%	700,000.00	28,739.25	23,174.25	751,913.50
2023	4.250%	710,000.00	23,174.25	17,529.75	750,704.00
2024	4.250%	725,000.00	17,529.75	11,766.00	754,295.75
2025	4.250%	735,000.00	11,766.00	5,922.75	752,688.75
2026	4.250%	<u>745,000.00</u>	<u>5,922.75</u>	<u>-</u>	<u>750,922.75</u>
TOTAL		<u>\$ 7,430,000.00</u>	<u>\$ 264,973.50</u>	<u>\$ 205,905.00</u>	<u>\$ 7,900,878.50</u>

**DEER PARK COMMUNITY DEVELOPMENT CORPORATION (DPCDC)**  
**2017-2018 ANNUAL BUDGET**  
**ANNUAL DEBT SERVICE PAYMENTS**

**CERTIFICATES OF OBLIGATION, SERIES 2017**  
**(Issued by the City of Deer Park)**  
**\$2,700,000 dated February 14, 2017**  
**Interest Rate: 1.89%**

<u>DUE IN FISCAL YEAR</u>	<u>INTEREST RATE</u>	<u>DUE MAR. 15</u>		<u>DUE SEP. 15</u>	<u>ANNUAL TOTAL</u>
		<u>PRINCIPAL</u>	<u>INTEREST</u>	<u>INTEREST</u>	
2018	1.890%	\$ 60,000.00	\$ 25,515.00	\$ 24,948.00	\$ 110,463.00
2019	1.890%	420,000.00	24,948.00	20,979.00	465,927.00
2020	1.890%	425,000.00	20,979.00	16,962.75	462,941.75
2021	1.890%	435,000.00	16,962.75	12,852.00	464,814.75
2022	1.890%	445,000.00	12,852.00	8,646.75	466,498.75
2023	1.890%	455,000.00	8,646.75	4,347.00	467,993.75
2024	1.890%	<u>460,000.00</u>	<u>4,347.00</u>	<u>-</u>	<u>464,347.00</u>
TOTAL		<u>\$ 2,700,000.00</u>	<u>\$ 114,250.50</u>	<u>\$ 88,735.50</u>	<u>\$ 2,902,986.00</u>

**DEER PARK COMMUNITY DEVELOPMENT CORPORATION (DPCDC)**  
**2017-2018 ANNUAL BUDGET**  
**ANNUAL DEBT SERVICE PAYMENTS**

**PROPOSED CERTIFICATES OF OBLIGATION, SERIES 2018**

(To be issued by the City of Deer Park)

**\$5,850,000 dated February 13, 2018**

**Interest Rate: 3.50%**

<u>DUE IN FISCAL YEAR</u>	<u>INTEREST RATE</u>	<u>DUE MAR. 15</u>		<u>DUE SEP. 15</u>	<u>ANNUAL TOTAL</u>
		<u>PRINCIPAL</u>	<u>INTEREST</u>	<u>INTEREST</u>	
2018	3.500%	\$ 260,000.00	\$ 42,088.00	\$ 97,825.00	\$ 399,913.00
2019	3.500%	1,005,000.00	97,825.00	80,237.50	1,183,062.50
2020	3.500%	1,040,000.00	80,237.50	62,037.50	1,182,275.00
2021	3.500%	1,075,000.00	62,037.50	43,225.00	1,180,262.50
2022	3.500%	1,215,000.00	43,225.00	21,962.50	1,280,187.50
2023	3.500%	1,255,000.00	21,962.50	-	1,276,962.50
TOTAL		<u>\$ 5,850,000.00</u>	<u>\$ 347,375.50</u>	<u>\$ 305,287.50</u>	<u>\$ 6,502,663.00</u>

This debt represents the final portion of the second of two issuances approved for the Deer Park Community Development Corporation, and is being issued to fund renovations and expansion of the Community Center and Gym. This issuance will be handled via private placement following a competitive bidding process.

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE OF THE CITY OF DEER PARK APPROVING THE 2017-2018 BUDGET FOR THE DEER PARK COMMUNITY DEVELOPMENT CORPORATION; AND DECLARING AN EMERGENCY.**

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF DEER PARK:**

**I.**

On April 24, 2017, the Deer Park Community Development Corporation (“Corporation”) Board of Directors discussed the 2017-2018 Budget of the Corporation, and on July 24, 2017, the Board took action to approve the 2017-2018 Budget and submit it to the City Council.

**II.**

The City Council of the City of Deer Park, Texas hereby acknowledges receipt of the 2017-2018 Deer Park Community Development Corporation Budget.

**II.**

Pursuant to the provisions of Section 501.073 of the Local Government Code, the City Council of the City of Deer Park, Texas, as the Corporation’s authorizing unit, shall approve all programs and expenditures of the Corporation.

**IV.**

The City Council of the City of Deer Park, Texas, hereby approves the 2017-2018 budget for the Deer Park Community Development Corporation as submitted.

**V.**

The meetings at which the Board of Directors of the Corporation discussed and approved the 2017-2018 budget for submission to the City Council were open to the public, and public notice of the time, place and purpose of said meetings were given, all as required by Chapter 551 of the Government Code of the State of Texas.

**VI.**

It is hereby officially found and determined that the meeting at which this Ordinance was adopted was open to the public, and that public notice of the time, place and purpose of said meeting was given, all as required by Chapter 551 of the Government Code of the State of Texas.

**VII.**

The City Council finds that this Ordinance relates to the immediate preservation of the quality of life of the public and that the 2017-2018 budget for the Deer Park Community Development Corporation be adopted at the earliest possible moment to comply with State Law, and to provide protection for persons within the City, thereby creating an emergency, for which the Charter requirement providing for the reading of Ordinances on three (3) several days should be dispensed with and this Ordinance be passed finally on its introduction; and accordingly, such requirement is dispensed with, and this Ordinance shall take effect upon its passage and approval by the Mayor.

In accordance with Article VIII, Section 1 of the City Charter, this Ordinance was introduced before the City Council of the City of Deer Park, Texas, **passed, approved and adopted** on this the \_\_\_\_\_ day of \_\_\_\_\_, 2017 **by a vote of** \_\_\_\_\_ **“Ayes” and** \_\_\_\_\_ **“Noes”**.

\_\_\_\_\_  
**MAYOR**, City of Deer Park, Texas

**ATTEST:**

\_\_\_\_\_  
City Secretary

**APPROVED:**

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City Attorney



## Legislation Details (With Text)

**File #:** ORD 17-057    **Version:** 1    **Name:**  
**Type:** Ordinance    **Status:** Agenda Ready  
**File created:** 8/11/2017    **In control:** City Council  
**On agenda:** 8/15/2017    **Final action:**  
**Title:** Consideration of and action on an ordinance amending the FY 2016-2017 employee classification scale for full time (classified) employees.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** [Ord Amend Pay Range Chart August 2017](#)  
[2016\\_17 Full Time Classification scales \(Amended 8-15-17\)](#)

Date	Ver.	Action By	Action	Result
8/15/2017	1	City Council		

Consideration of and action on an ordinance amending the FY 2016-2017 employee classification scale for full time (classified) employees.

**Summary:**

The Assistant Director/Head of Adult Services role has been open for six months. We have had a few experienced applicants, but each of those candidates ended up pursuing other opportunities. The Assistant Director portion of the role is vital to the day-to-day operations of the Library and needs to be filled. Bill Philibert has done a salary survey and determined that the salary for current job posting is significantly less than market salary for an Assistant Library Director position.

In order to fill this position, the Library would like to restructure two professional roles in order to create a new Assistant Director/Library Technical Services Supervisor (Grade 11) and a Head of Adult Services position (Grade 9). This would allow us to promote an existing employee who is currently the Library Technical Services Supervisor (Grade 9) into the Assistant Director/Library Technical Services Supervisor role and then create a new role, which would be the Head of Adult Services (Grade 9). The current Library Technical Services supervisor holds a Masters of Library Science degree and has been with the Library since 2012. Increasing the pay grade of the Assistant Director position recognizes the added duties of this position and brings it in line with the market data.

The newly created Head of Adult Services position would still require a Masters of Library Science and some supervisory experience, but not have the added responsibilities of staff and building management. The Head of Adult Services would be in charge of the Reference section and responsible for programming.

**Fiscal/Budgetary Impact:**

The Budget impact would be minimal this year (FY 2016-2017) because the Assistant Director role has been vacant since March. The budget impact next year (FY 2017-2018) would be a projected net increase of approximately \$3,992.

Approve the proposed ordinance amending the FY 2016-2017 employee classification scale for full time (classified)

employees. This would be effective August 15, 2017.

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE AMENDING THE FY 2016-2017 CLASSIFICATION SCALE FOR FULL TIME (CLASSIFIED) EMPLOYEES OF THE CITY OF DEER PARK; AND DECLARING AN EMERGENCY.**

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF DEER PARK:**

**I.**

On September 20, 2016 the City Council of the City of Deer Park adopted the FY 2016-2017 Employee Classification Scale and Pay Chart for employees of the City of Deer Park, Texas, by ordinance.

**II.**

The aforementioned Employee Classification Scale and Pay Chart includes a Classification Scale for Full Time (Classified) employees of the City of Deer Park.

**III.**

Two (2) positions in the in the Library are being reclassified which will change the Classification Scale for Full Time (classified) employees of the City of Deer Park as follows:

From	Grade	To	Grade
Library Technical Services Supervisor	C41-9	Asst. Library Director/Technical Services Supervisor	C43-11
Assistant Library Director/Adult Services Supervisor	C42-10	Adult Services Supervisor	C41-9

**IV.**

The proposed amended classification scale is attached. The effective date is August 15, 2017.

**V.**

All Ordinances or parts of Ordinances in conflict with any of the provisions of this Ordinance are hereby repealed insofar as the same are in conflict with the provisions thereof.

**VI.**

It is hereby officially found and determined that the meeting at which this Ordinance was adopted was open to the public and that public notice of the time, place and purpose of said meeting was given, all as required by Chapter 551 of the Government Code of the State of Texas.

**VII.**

The City Council finds that this Ordinance relates to the immediate preservation of the public peace, health, safety and welfare, in that it is necessary for the protection of the citizens of this City and the property located therein, that provisions be made for the payment of the City employees listed herein at the rates listed so that they be retained in service to provide services to the citizens, thereby creating an emergency, for which the Charter requirement providing for the reading of ordinances on three (3) several days should be dispensed with, and this Ordinance be passed finally on its introduction; and, accordingly, such requirement is dispensed with, and this Ordinance shall take effect upon its passage and approval by the Mayor.

In accordance with Article VIII, Section 1 of the City Charter, this Ordinance was introduced before the City Council of the City of Deer Park, Texas, **passed, approved and adopted** on this the \_\_\_\_ day of \_\_\_\_\_, 2017 **by a vote of** \_\_\_\_\_ **“Ayes” and** \_\_\_\_\_ **“Noes”**.

\_\_\_\_\_  
**MAYOR**, City of Deer Park, Texas

**ATTEST:**

\_\_\_\_\_  
City Secretary

**APPROVED:**

\_\_\_\_\_  
City Attorney

**City of Deer Park**  
**Classification Scale**  
**October 1, 2016 - September 30, 2017**  
**(Amended Effective August 15, 2017)**

**FULL-TIME POSITIONS (Classified Staff)**

A11	A12	A13		
	Custodian Laborer Clerk Youth Artistic Specialist	Animal Control Officer Equipment Operator I Maintenance Worker Meter Reader Sanitation Laborer Secretary Deputy Court Clerk Station Attendant Records Technician		
B21	B22	B23	B23-F/P	B24
EMS Clerk Deputy Tax Collector Maintenance Technician I Payroll Coordinator Warehouse Attendant	Administrative Asst. Engineering Aide I Executive Secretary Equipment Operator II Industrial Waste Inspector Public Safety Attendant Lab Technician Mechanic I Community Liaison Crime Analyst Dispatcher Theatre/Drama Specialist I Plant Oper. "C" (Wtr/Swr)	Arborist Records Mgmt. Coordinator HR Specialist Code Enforcement Officer Lab Analyst Mechanic II Maintenance Tech II Horticulturalist Recreation Specialist Plant Operator "B" (Wtr/Swr) Theatre/Drama Specialist II Technical Prod. Coordinator	Career Services Officer Investigator Patrol Officer School Resource Officer City Marshal Paramedic Fire Inspector/Investigator	Asst. Children's Librarian Equipment Operator III Inspector I & II Crew Leader Plant Operator "A" (Wtr/Swr) Library Assistant Chief Deputy Court Clerk Maintenance Technician III HR Generalist Systems Support Specialist Network Specialist
<b>B21-F</b>				
EMT Intermediate				
	<b>B22-P</b>			
	Police Cadet			
B25	B31	B32	C41	C41-PF
Inspector III Accountant Maintenance Electrician Engineering Inspector Executive Assistant Assistant Street Supervisor Crim. Intelligence Analyst	Animal Control Supervisor Finance Coordinator Office Manager	Asst. Sanitation Supervisor	Artistic Managing Supervisor Athletics/Aquatics Coord. Special Projects Coord. Deputy City Secretary Surveyor/AutoCad Designer Traffic Signal Supervisor P&R Mktg/Technical Coord P&R Admin. Coordinator GIS Coordinator Librarian (Children's) Library Adult Svcs. Supv. Dispatcher Supervisor Records Supervisor PW Operations Coordinator Senior Services Supervisor Building Maintenance Supv. Youth Programs Coordinator Purch. & Budget Coordinator	EMS Captain Police Sergeant
C42	C43	C44	C45	C51
Athletics/Aquatics Supv. Business Analyst I Electrical Supervisor Recreation Supervisor Shop Supervisor Sanitation Supervisor Sewer Plant Supervisor Street Maint. Supervisor Utility Supervisor Water Treatment Supervisor Asst. Park Operations Supv.	Utility Billing/Tax Coll/Assessor Business Analyst II Network Administrator Court Administrator PR/Mktg. Specialist Asst. Library Dir/Tech Svcs Supv	Chief Building Official Engineering Coordinator Supv - Projects & Applications	Economic Dev. Administrator Asst. City Engineer	Accounting Supervisor Park Operations Supervisor