

**CITY OF DEER PARK
APRIL 22, 2019 - 5:30 PM
DEER PARK COMMUNITY
DEVELOPMENT CORPORATION
MEETING - FINAL**



**COUNCIL CHAMBERS
710 E. SAN AUGUSTINE
DEER PARK, TEXAS 77536**

T. J. Haight, President, Position 2
Georgette Ford, Vice President, Position 7
Sue Mauk, Secretary, Position 1
Jeff Lawther, Treasurer, Position 4

Les Ellard, Position 3
Doug Burgess, Position 5
Laura Hicks, Position 6

CALL TO ORDER

1. Approval of minutes of regular meeting held on January 28, 2019.

[MIN 19-065](#)

Recommended Action: Approval

Attachments: [CDC_MR_012819](#)

2. Approval of minutes of joint meeting held on January 28, 2019.

[MIN 19-066](#)

Recommended Action: Approval

Attachments: [CDC_MW_012819.JOINT CC PARC](#)

3. Approval of minutes of joint meeting held on February 25, 2019.

[MIN 19-067](#)

Recommended Action: Approval

Attachments: [CDC_MW_022519.JOINT CC PARC](#)

4. Consideration of and possible action on the quarterly report for the period of January 1, 2019 - March 31, 2019.

[RPT 19-021](#)

Recommended Action: Approve the quarterly report for the period of January 1, 2019 - March 31, 2019 and authorize submission to the City Council.

Department: City Manager's Office, Finance and Parks & Recreation

Attachments: [DPCDC 2ndQ Report 2019 Cumulative.042219](#)

5. Discussion of issues relating to the current status of DPCDC projects for January - March 2019.

[RPT 19-020](#)

Recommended Action: Receive the report.

Attachments: [DPCDC Quarterly Project Update - 042219](#)

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.

6. Discussion of issues relating to the preliminary FY 2019-2020 DPCDC Budget. [BUD 19-002](#)

Recommended Action: Discuss issues relating to the preliminary FY 2019-2020 DPCDC Budget.

Attachments: [DPCDC - Budget Calendar FY19-20](#)
[DPCDC - Proposed Budget 04.22.19](#)

7. Announcement of date and time of the next DPCDC regular board meeting: [DIS 19-049](#)
July 22, 2019 at 5:30 pm.

Recommended Action: Acknowledge the date and time of the next DPCDC regular board meeting.

ADJOURN

Shannon Bennett, TRMC
City Secretary

Posted on Bulletin Board
April 18, 2019

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

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)

File #: MIN 19-065 **Version:** 1 **Name:**

Type: Minutes **Status:** Agenda Ready

File created: 4/18/2019 **In control:** Deer Park Community Development Corporation

On agenda: 4/22/2019 **Final action:**

Title: Approval of minutes of regular meeting held on January 28, 2019.

Sponsors:

Indexes:

Code sections:

Attachments: [CDC_MR_012819](#)

Date	Ver.	Action By	Action	Result
4/22/2019	1	Deer Park Community Development Corporation		

Approval of minutes of regular meeting held on January 28, 2019.

Summary:

Fiscal/Budgetary Impact:

Approval

CITY OF DEER PARK

CDC 1-198

710 EAST SAN AUGUSTINE STREET

DEER PARK, TEXAS 77536

Minutes

of

THE REGULAR MEETING OF THE DEER PARK COMMUNITY DEVELOPMENT CORPORATION BOARD OF DIRECTORS HELD AT THE DEER PARK COUNCIL CHAMBERS, 710 EAST SAN AUGUSTINE STREET, DEER PARK, TEXAS, JANUARY 28, 2019 AT 5:30 P.M., WITH THE FOLLOWING MEMBERS PRESENT:

T.J. HAIGHT	PRESIDENT
GEORGETTE FORD	VICE PRESIDENT
SUE MAUK	MEMBER
LES ELLARD	MEMBER
DOUG BURGESS	MEMBER
LAURA HICKS	MEMBER

OTHER OFFICIALS PRESENT:

JAY STOKES	CITY MANAGER
GARY JACKSON	ASSISTANT CITY MANAGER
SHANNON BENNETT	BOARD SECRETARY
DONNA TODD	TREASURER

1. MEETING CALLED TO ORDER – President T.J. Haight called the meeting to order at 5:30 p.m.
2. APPROVAL OF MINUTES OF JOINT WORKSHOP MEETING ON SEPTEMBER 24, 2018 – Motion was made by Georgette Ford and seconded by Sue Mauk to approve the minutes of the joint workshop held on September 24, 2018. Motion carried unanimously.
3. APPROVAL OF MINUTES OF REGULAR MEETING ON OCTOBER 22, 2018 – Motion was made by Doug Burgess and seconded by Laura Hicks to approve the minutes of regular meeting held on October 22, 2018. Motion carried unanimously.
4. APPROVAL OF MINUTES OF SPECIAL MEETING ON JANUARY 7, 2019
–
Motion was made by Sue Mauk and seconded by Georgette Ford to approve the minutes of special meeting held on January 7, 2019. Motion carried unanimously.

5. DISCUSSION AND POSSIBLE RECOMMENDATION TO CITY COUNCIL ON ENTERING INTO AN AGREEMENT WITH BURDITT CONSULTANTS, LLC FOR PROFESSIONAL SERVICES FOR THE DEVELOPMENT OF THE TYPE B HIKE AND BIKE TRAILS – Parks and Recreation Director, Charlie Sandberg gave an overview of

the

potential architectural firm that is being recommended to be hired for professional services for the development of the Hike & Bike Trails. The scope of work will include design, consultation, project management and other services as required to perform and complete the project.

Motion was made by Georgette Ford and seconded by Laura Hicks to recommend to Council to enter into an agreement with Burditt Consultants LLC for professional services for the development of the Type B Hike and Bike Trails. Motion carried unanimously.

6. DISCUSSION AND POSSIBLE RECOMMENDATION TO CITY COUNCIL TO PURCHASE A DOUBLE FACE, INTERNALLY ILLUMINATED MONUMENT SIGN FOR THE MAXWELL ADULT CENTER – Parks and Recreation Director, Charlie Sandberg discussed the old existing Maxwell Adult Center sign and the fact that it is outdated. It is proposed that a new sign be purchased to reflect the new construction and new look of the Maxwell Adult Center. The funding would come out of the unencumbered funds for the Maxwell Adult Center.

Georgette Ford, Board member asked, “Is it pretty much the same kind of sign except for it is lighted?”

Mr. Sandberg responded, “Yes. It will be illuminated with a new fresher look to it.”

Les Ellard, Board member asked, “Is the sign for the Library very expensive?”

Assistant City Manager, Gary Jackson responded, “I am thinking it was in the \$40,000 range. This sign it about \$11,000.”

Mr. Sandberg commented, “In the unencumbered funds, we only had about \$11,600 left. We thought that could be put to good use in purchasing the sign.”

Laura Hicks, Board member asked, “Have we looked into any theme for the sign?”

Mr. Sandberg responded, “No. On most of our way finding signs, they don’t have the deer on it.”

Motion was made by Sue Mauk and seconded by Doug Burgess to recommend to Council

to purchase a double face, illuminated monument sign for the Maxwell Adult Center.
Motion carried unanimously.

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7. DISCUSSION OF ISSUES RELATING TO THE CURRENT STATUS OF DEER PARK COMMUNITY DEVELOPMENT CORPORATION PROJECTS – Parks and Recreation Director, Charlie Sandberg gave an overview of focal points and summarized the current status of the projects. (Exhibit A1)

Ms. Ford asked, “Do you have a proposed additional amount for the dirt?”

Mr. Sandberg responded, “They have put some numbers together, it is not exact yet. It is a larger number.”

Sue Mauk, Board member asked, “Why do they want to postpone the sprigging?”

Mr. Sandberg responded, “It will grow better.”

Doug Burgess, Board member asked, “Are you all comfortable with the drainage issue?”

Mr. Sandberg responded, “They are addressing some of those issues right now.”

T.J. Haight, President asked, “If we do sprig early and we happen to have a freeze, will that void any kind of warranty from the recommendation in March?”

Mr. Sandberg responded, “No, I do not think so.”

8. CONSIDERATION OF AND POSSIBLE ACTION ON THE QUARTERLY REPORT FOR THE PERIOD OF OCTOBER 1, 2018 - DECEMBER 31, 2018 – Assistant City Manager,

Gary Jackson gave an overview of the bylaws that states that the Board shall prepare a quarterly activity report, detailing the projects and work accomplished during the previous quarter.

Motion was made by Georgette Ford and seconded by Sue Mauk to accept the quarterly report for the period of October 1, 2018 through December 31, 2018. Motion carried unanimously.

9. CONSIDERATION OF AND POSSIBLE ACTION ON THE DEER PARK COMMUNITY DEVELOPMENT CORPORATION’S ANNUAL REPORT TO THE STATE COMPTROLLER FOR FISCAL YEAR 2018 – Assistant City Manager, Gary Jackson, gave an overview of the annual report that was submitted as required by the State Comptroller. It reflects the expenditures that were made over the past year, and the revenues that were received.

Motion was made by Sue Mauk and seconded by Georgette Ford to accept the annual report to the State Comptroller for FY 2018. Motion carried unanimously.

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Deer Park Community Development Corporation

January 28, 2019

10. ANNOUNCEMENT OF DATE AND TIME OF THE NEXT DEER PARK COMMUNITY DEVELOPMENT CORPORATION'S REGULAR BOARD MEETING: APRIL 22, 2019 AT 5:30 PM – President Haight announced the next regular DPCDC meeting on April 22, 2019 at 5:30 p.m.
11. ADJOURN – Motion was made by Georgette Ford and seconded by Doug Burgess to adjourn the meeting at 5:53 p.m.

ATTEST:

APPROVED:

Shannon Bennett
Board Secretary

T.J. Haight, President
Deer Park Community Development Corporation



Legislation Details (With Text)

File #: MIN 19-066 **Version:** 1 **Name:**

Type: Minutes **Status:** Agenda Ready

File created: 4/18/2019 **In control:** Deer Park Community Development Corporation

On agenda: 4/22/2019 **Final action:**

Title: Approval of minutes of joint meeting held on January 28, 2019.

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Date	Ver.	Action By	Action	Result
4/22/2019	1	Deer Park Community Development Corporation		

Approval of minutes of joint meeting held on January 28, 2019.

Summary:

Fiscal/Budgetary Impact:

Approval

CITY OF DEER PARK
710 EAST SAN AUGUSTINE STREET
DEER PARK, TEXAS 77536

CC 78-67
CDC 1-198

Minutes

of

A JOINT WORKSHOP MEETING OF THE CITY COUNCIL OF THE CITY OF DEER PARK, TEXAS, THE DEER PARK COMMUNITY DEVELOPMENT CORPORATION AND PARKS AND RECREATION COMMISSION HELD AT CITY HALL 710 EAST SAN AUGUSTINE STREET, DEER PARK, TEXAS ON JANUARY 28, 2019 BEGINNING AT 6:15 P.M., WITH THE FOLLOWING MEMBERS PRESENT:

JERRY MOUTON	MAYOR
SHERRY GARRISON	COUNCILWOMAN
THANE HARRISON	COUNCILMAN
TOMMY GINN	COUNCILMAN
BILL PATTERSON	COUNCILMAN
RAE A. SINOR	COUNCILWOMAN

MEMBERS OF DEER PARK COMMUNITY DEVELOPMENT CORPORATION PRESENT:

T. J. HAIGHT	PRESIDENT
GEORGETTE FORD	VICE PRESIDENT
SUE MAUK	SECRETARY
DOUG BURGESS	MEMBER
LES ELLARD	MEMBER
LAURA HICKS	MEMBER

MEMBERS OF THE PARKS AND RECREATION COMMISSION PRESENT:

GEORGETTE FORD	CHAIRMAN
JO KIEFER	VICE CHAIRMAN
SHERRY REDWINE	MEMBER
ERIC RIPLEY	MEMBER

OTHER CITY OFFICIALS PRESENT:

JAMES STOKES	CITY MANAGER
GARY JACKSON	ASSISTANT CITY MANAGER
SHANNON BENNETT	CITY SECRETARY
CHARLIE SANDBERG	PARKS & RECREATION DIRECTOR

1. MEETING CALLED TO ORDER – Mayor Mouton opened the meeting on behalf of the City Council, President T. J. Haight opened on behalf of the Deer Park Community

Development Corporation and Chairman, Georgette Ford, opened on behalf of the Parks and Recreation Commission at 6:15 p.m.

2. THE DEER PARK CITY COUNCIL, THE DEER PARK COMMUNITY DEVELOPMENT CORPORATION AND THE DEER PARK PARKS AND RECREATION COMMISSION WILL CONDUCT A BRIEF SUMMARY OF KEY POINTS FROM THE 7-23-18 AND 9-24-18 JOINT COUNCIL, DEER PARK COMMUNITY DEVELOPMENT CORPORATION AND PARKS AND RECREATION COMMITTEE WORKSHOPS RELATING TO THE DEER PARK COMMUNITY CENTER – City Manager, James Stokes gave a brief background of the prior meetings where a need for a new Community Center was discussed. The concept of renovating versus constructing a new building was the reasoning Staff toured five different facilities in the Houston area. and toured four facilities in the Dallas area. Mr. Stokes emphasized the key points to be discussed that include the current Community Center, the facilities that were toured in different areas, the assessment of the pool and cost recovery. Mr. Stokes commented, “Tonight is more of an informational session. We are not going to be able to draw up a lot of conclusions tonight. It is just too much information.”

Steven Springs of Brinkley, Sargent, Wiginton Architects began the meeting with a history of the past presentation of the site assessment that was done. The footprint of the facility is noted as 36,000 square feet. Documentation of the interior of the building was done that showed structural and foundation issues. In contemplation of renovating the facility, the information was brought forth. A suggestion, because of the shape of the facility and the interruption to the services that would occur with a major renovation, would be to consider replacing it in the current location or closely within the park. Test fit exercises were done to give an idea of budget numbers for different location options. These test fits were categorized as two development options as Scenario 1 and Scenario 2. The conceptual construction costs detailed Scenario 1 as renovating at the existing location and Scenario 2 is to build a new facility. (Exhibit A1-A2)

Parks and Recreation Director, Charlie Sandberg gave an overview of the current Community Center layout, program spaces and the leased area of the newer part of the facility which is utilized by the Community Preschool. He also gave details of the Earl Dunn Gymnasium layout that includes common areas, basketball court, fitness area, storage and a mechanical room. Mr. Sandberg continued the discussion giving a review of the findings of amenities and trends during the tours of the different municipalities facilities in Mont Belvieu, Sugar Land, Pearland, Conroe, West University Place and in the Dallas/Forth Worth area, Richardson, Farmers Branch, Keller and Richland Hills.

Assistant City Manager, Gary Jackson commented, “One thing I found interesting about the Mont Belvieu facility is that construction started in 1999 and it opened in 2001. It has been in operation for over 20 years and you would never know it. They have done a real good job in maintaining it.”

City Manager, James Stokes commented, “The City Manager of Mont Belvieu was part of the tour and commented that they needed more space for the weight room. They essentially went vertical with a metal floor and made it two levels. I thought that was a fantastic feature of the building.”

Parks and Recreation Commissioner, Redwine commented, “I have been to the Pearland facility many times and that track is used all the time. It is a beautiful facility.”

Mr. Stokes commented, “This was a joint venture with the Pearland School District. Of the nine facilities we toured, this was the only one that was jointly done with the school district.”

Parks and Recreation Commissioner Ripley asked, “Do we know the sizes of the pools in the Mont Belvieu and Pearland facilities?”

Mr. Springs responded, “Pearland has a fifty meter pool. I would bet to say the others are probably 25 meters.”

Mr. Stokes commented, “This facility in Conroe was the only one we saw where they took an outdoor pool and built a canvas cover over it. The canvas cover remains all year long.”

Pertaining to the discussion of West University Place, Commissioner Redwine asked, “What is the parent trap area?”

Mr. Sandberg responded, “It is another childrens’ area.”

Assistant Parks and Recreation Director, Jacob Zuniga commented, “This area is where parents sit and watch their kids so they are not in the hallways or other areas. Additionally, this facility at West University Place is the only facility that did not have a basketball court.”

Mr. Springs commented, “Most of the facilities you are seeing are a one full court gym, but is divisible for cross court.”

Councilman Patterson asked, “Any of these facilities have after school programs or daycare centers?”

Mr. Sandberg responded, “We did not see any of that. However, we did see the majority of the facilities had an area for members and those areas were child care areas for members to drop off their kids for a two hour period.”

Mr. Stokes commented, “The only facility we saw that was labeled a “preschool” was the one in Richardson, Texas. It is not a preschool like we have currently. It is a place that the

City of Richardson runs, not every single day, but it is more of a Mother's Day Out type of program where you could drop the child off on certain days of the week for a couple of hours."

Mayor Mouton asked, "Can you explain what cost recovery means?"

Mr. Jackson responded, "They pay for total cost of operation of the facility through membership fees. Each of the facilities that we toured had membership fees."

Mayor Mouton commented, "None of the recovered cost include debt, as far as the construction. There is always that ying and yang of finding the funds to build the facility, but not knowing the cost burden to the community at large for the next 50 years."

Mr. Sandberg discussed some of the facts learned during the tours of the different facilities to include key features of a centralized control point connection to administrative offices, natural lighting, a main entrance with several exits, a weight and cardio area, temporary child care, but most importantly the plans for more storage.

Mayor Mouton asked, "The central control point is really important, especially with a facility with kids to make sure you minimize access points of who can get in and out."

Mr. Stokes commented, "That is a big cost recovery issue if you have a monitor coming in and out."

Mr. Springs commented, "It is just not capturing people to make sure they are checked in and that people are not cheating by propping the back doors for their buddies to get in free. From a Staffing point of view, they can see the whole facility from the control desk. The underlying reason for that would be to avoid having Staff covering multiple exits. Something as subtle as that, could save a significant amount of money from an operation standpoint."

Mr. Sandberg commented, "I would personally like to thank Jay Stokes, Gary Jackson, Jacob Zuniga and Lacy Stole for traveling with me in touring these facilities."

3. THE DEER PARK CITY COUNCIL, THE DEER PARK COMMUNITY DEVELOPMENT CORPORATION AND THE DEER PARK PARKS AND RECREATION COMMISSION WILL DISCUSS PROGRAMMING/BUILDING UTILIZATION IN CURRENT COMMUNITY CENTER & GYMNASIUM – Discussion was covered in the previous item.
4. THE DEER PARK CITY COUNCIL, THE DEER PARK COMMUNITY DEVELOPMENT CORPORATION AND THE DEER PARK PARKS AND RECREATION COMMISSION WILL REVIEW AND DISCUSS THE COMMUNITY

RECREATION CENTER VISITS CONDUCTED BY STAFF – Discussion was covered in the previous item.

5. RECESSED/RECONVENE – Mayor Mouton recessed the meeting at 7:03 p.m. and reconvened the meeting at 7:09 p.m.
6. THE DEER PARK CITY COUNCIL, THE DEER PARK COMMUNITY DEVELOPMENT CORPORATION AND THE DEER PARK PARKS AND RECREATION COMMISSION WILL DISCUSS THE POOL ASSESSMENT AND AQUATIC OPTIONS (I.E. LOCATION, RENOVATION/NEW) – Steven Springs of Brinkley, Sargent, Wiginton Architects began the discussion by emphasizing the creation of vocabulary to describe what is typically seen at a contemporary community recreation center and to ideally reach the goal of deciding what all is wanted in Dow Park. Mr. Springs spoke of the conclusion given by the Aquatic Engineer that reported the pool at the park is well maintained and healthy. There were no issues with the pool that would indicate any needed repairs or that the pool is at the end of its life cycle. This leads to many different options to look at for the pool.

City Manager, Jay Stokes asked, “Can you tell us what leisure water is?”

Mr. Springs responded, “It is what would drive a cost recovery model. You can fit more people in the pool and therefore serve more people with leisure water. “Leisure water” in terms of what it could look like, could be like a lazy river, current channels or water slides.”

Mr. Springs continued the discussion by asking the question of what the desired purpose will the pool be used for. He indicated that programming will be the determining factor and drive the design of the pool and emphasized the many options to be looked at. The goal is to come back and listen to the multifaceted conversations of how to navigate the process.

7. THE DEER PARK CITY COUNCIL, THE DEER PARK COMMUNITY DEVELOPMENT CORPORATION AND THE DEER PARK PARKS AND RECREATION COMMISSION WILL DISCUSS COST RECOVERY MODELS FROM OTHER COMMUNITY/RECREATION CENTERS – Steven Springs of Brinkley, Sargent, Wiginton Architects gave brief examples of specific measures some municipalities take to ensure cost recovery. Mr. Springs emphasized the philosophy of providing services to the community and fulfilling the community needs and also mentioned the trend of a demand on cities to recover money.

Mayor Mouton asked, “Is there any concept of cost recovery currently going on?”

Parks and Recreation Director, Charlie Sandberg responded, “We do not have a concept of cost recovery right now. Basically, when we start discussing our fees, we generally look at what other cities in this region are doing.”

Mayor Mouton asked, “On a total operations or on a single program?”

Mr. Sandberg responded, “When we are discussing fees for a particular program or the after school program, we take a look at what other cities are charging.”

Mr. Sandberg continued the discussion and echoed Mr. Springs opinion of the philosophical aspect and the importance of which way to move forward for the community.

Aquatics Specialist, Lacy Stole commented, “I just wanted to say that we currently operate at zero as far as memberships. All our residents use the facilities for free.”

Mayor Mouton commented, “The fees have always been something that I’ve had a considerable issue with in making sure that it balances out, because the whole point of doing this is to make sure granting access to the community and to make sure we remember who this is all for.”

Mr. Springs commented, “I totally agree. There are ways to account for that in various pricing structures depending on what the ultimate goals may be. Whatever you do, there will be an increase, only you all will be able to determine what is tolerable.”

8. THE DEER PARK CITY COUNCIL, THE DEER PARK COMMUNITY DEVELOPMENT CORPORATION AND THE DEER PARK PARKS AND RECREATION COMMISSION WILL DISCUSS THE NEXT STEPS FOR THE COMMUNITY CENTER PROJECT – City Manager, James Stokes proposed the question to Council, Park and Recreation Commission and the Community Development Corporation what the next steps in terms on when to meet again.

Community Development Corporation Vice President, Georgette Ford, commented, “I think the next step is to talk to the community to figure out what programs are needed. I think we have to do that before we can decide.”

Mayor Mouton commented, “I believe we do have some general starting points.”

Councilwoman Garrison commented, “I think the Parks and Recreation Staff should be the ones to come to us to let us know what programs that we have, programs that work and don’t work, and programs they would like to see. Maybe afterwards, we could come to a decision.”

Councilwoman Sinor asked, “Did you all get feedback from the facilities in regards to what they would have done different or what they would have added?”

Mr. Stokes commented, “More storage and the entry points were the things that came up over and over with the facilities.”

Councilwoman Garrison commented, “You know what programs you have and what programs work, but I think this is when it gets important to ask, whoever it is that you are going to ask, what is wanted. Doesn’t mean they are going to get it, but if there is one thing that is resounded from all of it, then maybe that could be something we would think about.”

Mr. Stokes commented, “What if you all talk to people to see what they would be interested in and then simultaneously let Staff come back in the next meeting and talk about the programming and specifically about the classes that are offered.”

Board member, Les Ellard commented, “The gym in La Porte is very big, the pool is used a lot.”

Councilwoman Sinor commented, “The pool isn’t huge, but it is used a lot for aerobics, mostly used by seniors.”

Mayor Mouton commented, “The question to me has always been, do we want to build it in a building, I don’t think so. I would much prefer to incorporate something into the current pool area because it already has the infrastructure there.”

Councilwoman Garrison commented, “There will need to be other programs for the pool, this is not going to be just for the seniors. It is for the whole community.”

Board member, Sue Mauk commented, “With a daycare, it would be a situation where you don’t want the parent to leave the building, but yet, they have to go outside to go to the pool.”

Mr. Sandberg commented, “We talk a lot with our peers and we have talked to the La Porte Staff about the people that utilize that facility, a lot of them are from Deer Park.”

Councilwoman Sinor commented, “I think we did a really good job with the Master Plan including our citizens. The citizens will have to buy in on this.”

Councilwoman Garrison commented, “I agree, but we have to be able to give them choices.”

Mr. Springs commented, “I see multiple ways of doing this. If you don’t want to do an actual survey, you could go with public meetings to facilitate a prioritization exercise to try and get numbers to opinion. If you want to go out to the public, we can do that as well. We could easily create a minimum standard, but what is always hard is defining what goes beyond that standard.”

Mayor Mouton commented, “Some of that would need to be laid out by Staff in order to create some general concept and we should try to exercise more than one way to communicate this beyond just a hometown meeting or survey.”

Mr. Springs commented, “I would hesitate to start trying to design a concept first because people tend to react to what they see from a designing point of view versus reacting to what we are trying to learn what is really important. We are trying to create a list of what is needed the most. We can help Staff create that list of opinions to show what is wanted on the list or not wanted on the list, then we could strategize a way to get those items in some kind of priority order.”

Mayor Mouton asked, “Staff, how much time do you think we will need for this?”

Mr. Stokes asked, “If we were to come back in four weeks from tonight, what would Council expect from us?”

Councilwoman Garrison responded, “Tell us what programs we have now and what programs you would like to keep and tell us what you would like to see.”

Councilman Patterson commented, “I would like to see the number of people who participated and the demographics of the people that participated. If fees are being charged, I would like to know how much those fees are.”

Mayor Mouton commented, “As much general information in regards to the programming, but who is using it.”

Board member, Laura Hicks commented, “Also what La Porte is offering that is popular there that we currently don’t have in the gym and recreation center.”

Mr. Springs asked, “At this next meeting, are we reporting the outcome of the public outreach?”

Mayor Mouton responded, “I am not conceiving that we are doing a public outreach. We are getting all this information together so we can prepare for the next phase. We can also define how we are going to finalize the public input. It will most probably be a three part component, Community Center, gymnasium and the pool.”

Mr. Stokes commented, “As far as a date, February 25, 2019, at 5:45 p.m. we can have a meeting where Staff can lead a discussion of current usage, current programs, demographics and cost. A second part of that, we can discuss what our neighbors in La Porte offer that we currently do not offer.”

9. ADJOURN – Mayor Mouton adjourned the workshop meeting on behalf of City Council, President Haight adjourned on behalf of the Deer Park Community Development Corporation and Chairman Georgette Ford adjourned on behalf of the Parks and Recreation Commission at 7:46 p.m.

ATTEST:

Shannon Bennett, TRMC
City Secretary

APPROVED:

Jerry Mouton, Mayor
City Deer Park City Council

T. J. Haight, President
Deer Park Community Development
Corporation

Georgette Ford, Vice Chairman
Parks and Recreation Commission



Legislation Details (With Text)

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On agenda: 4/22/2019 **Final action:**

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Sponsors:

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Attachments: [CDC_MW_022519.JOINT CC PARC](#)

Date	Ver.	Action By	Action	Result
4/22/2019	1	Deer Park Community Development Corporation		

Approval of minutes of joint meeting held on February 25, 2019.

Summary:

Fiscal/Budgetary Impact:

Approval

CITY OF DEER PARK
710 EAST SAN AUGUSTINE STREET
DEER PARK, TEXAS 77536

CC 78-120
CDC 1-200

Minutes

of

A JOINT WORKSHOP MEETING OF THE CITY COUNCIL OF THE CITY OF DEER PARK, TEXAS, THE DEER PARK COMMUNITY DEVELOPMENT CORPORATION AND PARKS AND RECREATION COMMISSION HELD AT CITY HALL 710 EAST SAN AUGUSTINE STREET, DEER PARK, TEXAS ON FEBRUARY 25, 2019 BEGINNING AT 5:45 P.M., WITH THE FOLLOWING MEMBERS PRESENT:

JERRY MOUTON	MAYOR
SHERRY GARRISON	COUNCILWOMAN
THANE HARRISON	COUNCILMAN
TOMMY GINN	COUNCILMAN
BILL PATTERSON	COUNCILMAN
RAE A. SINOR	COUNCILWOMAN

MEMBERS OF DEER PARK COMMUNITY DEVELOPMENT CORPORATION PRESENT:

T. J. HAIGHT	PRESIDENT
GEORGETTE FORD	VICE PRESIDENT
DOUG BURGESS	MEMBER

MEMBERS OF THE PARKS AND RECREATION COMMISSION PRESENT:

GEORGETTE FORD	CHAIRMAN
JO KIEFER	VICE CHAIRMAN
SHERRY REDWINE	MEMBER
ERIC RIPLEY	MEMBER

OTHER CITY OFFICIALS PRESENT:

JAMES STOKES	CITY MANAGER
GARY JACKSON	ASSISTANT CITY MANAGER
SONIA ACOSTA	DEPUTY CITY SECRETARY
CHARLIE SANDBERG	PARKS & RECREATION DIRECTOR

1. MEETING CALLED TO ORDER – Mayor Mouton opened the meeting on behalf of the City Council, President T. J. Haight opened on behalf of the Deer Park Community

Development Corporation and Chairman, Georgette Ford, opened on behalf of the Parks and Recreation Commission at 6:15 p.m.

2. THE DEER PARK CITY COUNCIL, THE DEER PARK COMMUNITY DEVELOPMENT CORPORATION AND THE DEER PARK PARKS AND RECREATION COMMISSION WILL DISCUSS PROGRAMMING/BUILDING UTILIZATION IN CURRENT COMMUNITY CENTER & GYMNASIUM, POOL AND POSSIBLE PROGRAMMING FOR A POTENTIAL NEW COMMUNITY CENTER FACILITY AND POOL OPTIONS – Parks and Recreation Director, Charlie Sandberg spoke about City Staff's visitation and research of recreation facilities around the State to try and identify current trends of recreation facilities. After visiting 9 facilities and viewing the design features and amenities, City Staff put together information to identify current programming, cost recovery and fees, resident vs. non-resident, lease space expenses and revenues, future programming trends and recommendations for the Community Center and pool. Mr. Sandberg presented a current footprint inventory of the Community Center and the Earl Dunn Gym and highlighted the current programming, including the Aquatics program. The common trends and lessons learned on the site visits were also discussed. City Staff did generate a list of essential components and recommendations for the Community Center, along with additional options for the facility, which also included essential aquatic components and recommendations for an indoor pool. (Exhibit A1-A7)

Steven Springs of Brinkley, Sargent, Wiginton Architects gave clarification of the four potential types of water options for the pool to include an explanation of competition water, lap swim water, leisure water and therapy water. Mr. Springs emphasized that combining these types would be difficult without separate bodies of water due to impact of depth and temperature. Context from Recreational Management Magazine, an annual aquatic trend survey, printed that sought after ideas for re-envisioned, more popular aquatics themes lead more towards leisure and therapy type pools.

Parks and Recreation Aquatic Supervisor, Lacy Stole gave an overview of aquatic trends and common contemporary programming for aquatic centers. Ms. Stole spoke of the aquatic components that would be essential for a multifunctional pool and the recommendations that would benefit the citizens and bring in revenue.

After a lengthy discussion, Council agreed to come back in a future meeting to go through more concrete recommendations from Staff.

3. ADJOURN – Mayor Mouton adjourned the workshop meeting on behalf of City Council, President Haight adjourned on behalf of the Deer Park Community Development Corporation and Chairman Georgette Ford adjourned on behalf of the Parks and Recreation Commission at 7:10 p.m.

ATTEST:

APPROVED:

Shannon Bennett, TRMC
City Secretary

Jerry Mouton, Mayor
City Deer Park City Council

T. J. Haight, President
Deer Park Community Development
Corporation

Georgette Ford, Chairman
Parks and Recreation Commission



Legislation Details (With Text)

File #: RPT 19-021 **Version:** 1 **Name:**

Type: Report **Status:** Agenda Ready

File created: 4/17/2019 **In control:** Deer Park Community Development Corporation

On agenda: 4/22/2019 **Final action:**

Title: Consideration of and possible action on the quarterly report for the period of January 1, 2019 - March 31, 2019.

Sponsors: City Manager's Office, Finance, Parks & Recreation

Indexes:

Code sections:

Attachments: [DPCDC 2ndQ Report 2019 Cumulative.042219](#)

Date	Ver.	Action By	Action	Result
4/22/2019	1	Deer Park Community Development Corporation		

Consideration of and possible action on the quarterly report for the period of January 1, 2019 - March 31, 2019.

Summary:

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

The attached report for the period of January 1, 2019 - March 31, 2019 has been prepared for the Board's consideration and possible action. The report is cumulative for the fiscal year with the most recent quarter shown first.

Fiscal/Budgetary Impact:

N/A

Approve the quarterly report for the period of January 1, 2019 - March 31, 2019 and authorize submission to the City Council.

Quarterly Report: January 1, 2019 – March 30, 2019

Meetings Conducted and Activities

January 3 – Meeting to discuss litigation related to the Dow Park Pavilion project – City Staff

January 7 – PARC meeting update on DPCDC projects – City Staff/PARC

January 7 – Special DPCDC meeting to discuss Maxwell items – City Staff/DPCDC

January 8 - Review of proposal for architectural services – Hike and Bike trails – City Staff

January 9– Deer Park Soccer Complex construction meeting – City Staff/Tandem Services/Halff

January 9 – Deer Park Girls Softball construction meeting – City Staff/Tandem Services/Halff

January 14 – Recreation Center site visits in the DFW area – City Staff/BSW

January 15 – Maxwell Center ribbon cutting – City Council/CDC/PARC/BSW/Halff/Frost/City Staff

January 16 – Meeting to discuss Halff payment item – City Staff

January 17 – Community Center presentation discussion for January 25 joint meeting – City staff

January 21 – Conference Call related to the Community Center project – City Staff/BSW

January 21 – Discussion on retainage reduction for Girls Softball and Soccer Complex projects – City staff

January 23– Deer Park Soccer Complex construction meeting – City Staff/Tandem Services/Halff

January 23 – Deer Park Girls Softball construction meeting – City Staff/Tandem Services/Halff

January 23 – Meeting to discuss Community Center project – City staff

January 28 – Regular DPCDC meeting – DPCDC/City Staff

January 28 – Joint meeting of the City Council/Deer Park Community Development Corp. Parks and Recreation Commission to discuss items related to the Community Center Renovations – City Staff/BSW/CC/DPCDC/PARC

January 29 – Meeting to discuss Halff expenses related to the Maxwell Center project – City Staff

February 5 – Meeting to discuss requested items related to Community Center project – City Staff

February 5 – Acceptance of DPCDC quarterly report – October –December 2018 – City Staff/City Council

February 5 – Enter into agreement with Burditt Consultants, LLC. for professional services for the development of the Type B Hike and Bike trails – City Staff/City Council

February 5 – Action on purchasing a monument sign for the Maxwell Adult Center – City Staff/City Council

February 5 – Ordinance to amend FY18-19 Capital Improvement fund budget for Girls Softball Complex – City Staff/ City Council

February 6 – Deer Park Soccer Complex construction meeting – City Staff/Tandem Services/Halff

February 6 – Deer Park Girls Softball construction meeting – City Staff/Tandem Services/Halff

February 13 – Meeting to discuss Community Center presentation for February 25th – City Staff

February 14 – Meeting to discuss Community Center project presentation– City Staff

February 18 – Conference call to discuss Community Center project presentation – City Staff/BSW

February 19 – Ordinance to amend FY18-19 Capital Improvement fund budget for Dee Park Soccer Complex project – City Staff/ City Council

February 20 – Deer Park Soccer Complex construction meeting – City Staff/Tandem Services/Halff

February 20– Deer Park Girls Softball construction meeting – City Staff/Tandem Services/Halff

February 20 – Meeting to discuss Community Center project presentation – City Staff

February 25 – Site visit to the La Porte Recreation Center – City Staff

February 25 - Meeting to discuss Community Center project presentation – City Staff/BSW

February 25 – Joint meeting of the City Council/Deer Park Community Development Corp. Parks and Recreation Commission to discuss items related to the Community Center Renovations – City Staff/BSW/CC/DPCDC/PARC

March 5 – Discussion about litigation concerning the Dow Park Pavilion project – City staff/Jeff Chapman

March 5 – Consideration of and action on a Soccer Complex change order – City Staff/City Council

March 6 – Girls Softball project site meeting – City staff/Tandem

March 8 – Meeting to discuss requested items related to Community Center project – City Staff

March 13 – Meeting to discuss progress on the Spencerview bridge – City Staff

March 18– Deer Park Soccer Complex construction meeting – City Staff/Tandem Services/Halff

March 18– Deer Park Girls Softball construction meeting – City Staff/Tandem Services/Halff

March 19 – On site meeting at Deer Park Girls Softball – City Staff/ Tandem Services

March 20 – Conference call with Brinkley Sargent Wigington – City Staff/BSW

March 25 – Site meeting to discuss turf items at Deer Park Soccer Complex – City Staff/ Tandem Services

Financial

Debt Issued To-Date

- \$9,450,000 Certificates of Obligation, Series 2016 issued February 16, 2016 through a private placement to Wells Fargo Bank via a competitive bidding process

- \$2,700,000 Certificates of Obligation, Series 2017 issued February 14, 2017 through a private placement to First National Bank Texas via a competitive bidding process
- Note: the \$5,850,000 authorized for the Community Center Expansion/Renovation has not yet been issued pending a decision on how to proceed with the project
- In an agreement between the City of Deer Park and the DPCDC, the City agreed to issue and sell certificates and the DPCDC agreed to make payments to the City in amounts sufficient to pay the principal of and interest on the certificates

Deer Park Community Development Corporation (Fund 850)

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

Revenues:

- Sales & Use Tax Revenues:
1Q (12/31/18) = \$259,892.45
2Q (03/31/19) = \$822,520.92
Total Fiscal YTD = \$1,082,413.37
- Investment Revenue:
1Q (12/31/18) = \$1,629.43
2Q (03/31/19) = \$1,540.34
Total Fiscal YTD = \$3,169.77
- ***Total Fiscal YTD Revenues as of 03/31/19: \$1,085,583.14 (preliminary and unaudited)***

Expenditures:

- Audit Fee:
2Q (03/31/19) = \$2,000.00
Total Fiscal YTD = \$2,000.00
- ***Total Fiscal YTD Expenditures as of 03/31/19: \$2,000.00 (preliminary and unaudited)***

Bond Fund – Certificates of Obligation (Fund 307)

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

Revenues:

- Investment Revenue:

1Q (12/31/18) = \$11,816.75

2Q (03/31/19) = \$12,252.67

Total Fiscal YTD = \$24,069.42

- ***Total Fiscal YTD Revenues as of 03/31/19: \$24,069.42 (preliminary and unaudited)***

Expenditures:

- Buildings:

1Q (12/31/18) = \$843,770.15

- Maxwell Center = \$150,894.95
- Girls Softball = \$276,936.46
- Soccer Fields = \$415,938.74

2Q (03/31/19) = \$121,172.16

- Maxwell Center = \$87,658.06
- Girls Softball = \$33,514.10
- Soccer Fields = \$0.00

Total Fiscal YTD = \$964,942.31

- Improvements Other Than Buildings:

1Q (12/31/18) = \$316.47

- Dow Park = \$316.47 *

2Q (03/31/19) = \$209,746.68

- Maxwell Center = \$4,802.50
- Girls Softball = \$25,396.52
- Soccer Fields = \$179,547.66

Total Fiscal YTD = \$210,063.15

- Machinery & Equipment:

1Q (12/31/18) = \$6,665.79

- Maxwell Center = \$6,665.79

2Q (03/31/19) = \$6,665.79

- Maxwell Center = \$6,665.79

Total Fiscal YTD = \$13,331.58

- Consulting Architect Fee

1Q (12/31/18) = \$20,760.01

- Maxwell Center = \$15,736.35
- Girls Softball = \$597.75
- Soccer Fields = \$2,528.39
- Community Center = \$1,897.52

2Q (03/31/19) = \$27,236.19

- Maxwell Center = \$0.00
- Hike & Bike = \$2,350.00 *
- Girls Softball = \$3,183.48
- Soccer Fields = \$69.87
- Community Center = \$21,632.84

Total Fiscal YTD = \$47,996.20

- **Total Fiscal YTD Expenditures as of 03/31/18: \$1,236,333.24 (preliminary and unaudited)**

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

Additional Funding

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

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

Total Budget Amendments = \$1,199,485.00

Quarterly Report: October 1, 2018 – December 31, 2018

Meetings Conducted and Activities

October 2 - Maxwell Construction meeting – Frost/BSW/ City Staff

October 11 – Irrigation inspection at Maxwell Center – Frost/City Staff/Halff

October 11 – Irrigation inspection at Girls Softball – Frost/City Staff/Halff

October 16 -Approval of purchase for furniture for the Maxwell Adult Center - CC/City Staff

October 16 – City Council appoints three (3) CDC members – CC/City Staff

October 22 – Meeting to discuss Maxwell Center opening – City Staff

October 22 – Deer Park Community Development Corporation regular board meeting – DPCDC/City Staff

October 23 – Maxwell Center Walk through and punch list – Frost/BSW/Halff/City Staff

November 6 – Maxwell Center walk through and punch list – Frost/BSW/Halff/City Staff

November 6 – Acceptance of DPCDC quarterly reports for April – June and July – September – CC/City Staff

November 6 – Authorization for the utilization of unencumbered project funds for security camera equipment at the Maxwell Center – CC/ City Staff

November 6 - Authorization for the utilization of unencumbered project funds to amend Halff architectural services contract for extended days at the Maxwell Center – CC/ City Staff

November 6 – Authorization to negotiate professional services agreement with Burditt Consultants for the comprehensive Hike and Bike Trail plan– CC/ City Staff

November 6 – Removal of member from the DPCDC and appointment of replacement member – CC/ City Staff

November 8 – Conference call to discuss potential litigation – City attorney/City Staff

November 12 – Meeting to discuss items related to Deer Park Girls Softball Project – City Staff

November 14 – Maxwell walk through tour – City Staff/City Council members

November 19 – Meeting to discuss items related to Maxwell Center – City Staff

November 19 – Maxwell walk through tour – City Staff/City Council members

November 20 – General public Maxwell walk through tour – City Staff/ Deer Park citizens

November 21 – General public Maxwell walk through tour – City Staff/Deer Park citizens

November 26 – Maxwell punch list discussion – City Staff/Frost

November 27 – Maxwell tour items meeting – City Staff

November 28– Deer Park Soccer Complex construction meeting – City Staff/Tandem Services/Halff

November 28 – Deer Park Girls Softball construction meeting – City Staff/Tandem Services/Halff

December 5 – Maxwell Center move in meeting – City Staff

December 10 – Deer Park Soccer Complex project discussion meeting – City Staff

December 12– Deer Park Soccer Complex construction meeting – City Staff/Tandem Services/Halff

December 12 – Deer Park Girls Softball construction meeting – City Staff/Tandem Services/Halff

December 13 – Houston area recreational facility tours – City Staff

December 18 – Authorization to reduce retainage from 5% - 2% on the Deer Park Soccer project for Tandem Services – CC/City Staff

December 19 – Maxwell Operations opening day – City Staff

December 19 – Pool assessment of the Dow Park Pool – City Staff/ XXX

December 20 – Houston area recreational facility tours – City Staff

Financial

Debt Issuance

- \$9,450,000 Certificates of Obligation, Series 2016 issued February 16, 2016 through a private placement to Wells Fargo Bank via a competitive bidding process
- \$2,700,000 Certificates of Obligation, Series 2017 issued February 14, 2017 through a private placement to First National Bank Texas via a competitive bidding process
- Note: the \$5,850,000 authorized for the Community Center Expansion/Renovation has not yet been issued pending a decision on how to proceed with the project
- In an agreement between the City of Deer Park and the DPCDC, the City agreed to issue and sell certificates and the DPCDC agreed to make payments to the City in amounts sufficient to pay the principal of and interest on the certificates

Deer Park Community Development Corporation (Fund 85)

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

Revenues:

- Sales & Use Tax Revenues:

1Q (12/31/18) = \$259,892.45

Total Fiscal YTD = \$259,892.45

- Investment Revenue:

1Q (12/31/18) = \$1,630.03

Total Fiscal YTD = \$1,630.03

- ***Total Fiscal YTD Revenues as of 12/31/18: \$261,522.48 (preliminary and unaudited)***

Expenditures:

- Pay-As-You-Go – Dow Park:

1Q (12/31/18) = \$0.00

Total Fiscal YTD = \$0.00

- ***Total Fiscal YTD Expenditures as of 12/31/18: \$0.00 (preliminary and unaudited)***

Bond Fund – Certificates of Obligation (Fund 23)

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

Revenues:

- Intergovernmental Revenue (*Pay-As-You-Go Funding*):

1Q (12/31/18) = \$0.00

Total Fiscal YTD = \$0.00

- Investment Revenue:

1Q (12/31/18) = \$11,816.75

Total Fiscal YTD = \$11,816.75

- ***Total Fiscal YTD Revenues as of 12/31/18: \$11,816.75 (preliminary and unaudited)***

Expenditures:

- Buildings:

1Q (12/31/18) = \$843,770.15

- Maxwell Center = \$150,894.95
- Girls Softball = \$276,936.46
- Soccer Fields = \$415,938.74

Total Fiscal YTD = \$843,770.15

- Improvements Other Than Buildings:

1Q (12/31/18) = \$316.47

- Dow Park = \$316.47

Total Fiscal YTD = \$316.47

- Machinery & Equipment:

1Q (12/31/18) = \$6,665.79

- Maxwell Center = \$6,665.79

Total Fiscal YTD = \$6,665.79

- Consulting Architect Fee

1Q (12/31/18) = \$20,760.01

- Maxwell Center = \$15,736.35
- Girls Softball = \$597.75
- Soccer Fields = \$2,528.39
- Community Center = \$1,897.52

Total Fiscal YTD = \$20,760.01

- ***Total Fiscal YTD Expenditures as of 12/30/18: \$871,512.42 (preliminary and unaudited)***

Additional Funding

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

- Dow Park = \$231,119.00
- Girls Softball = \$449,631.00
- Soccer Fields = \$107,197.00

Total Budget Amendments = \$787,947.00



Legislation Details (With Text)

File #: RPT 19-020 **Version:** 1 **Name:**

Type: Report **Status:** Agenda Ready

File created: 4/16/2019 **In control:** Deer Park Community Development Corporation

On agenda: 4/22/2019 **Final action:**

Title: Discussion of issues relating to the current status of DPCDC projects for January - March 2019.

Sponsors:

Indexes:

Code sections:

Attachments: [DPCDC Quarterly Project Update - 042219](#)

Date	Ver.	Action By	Action	Result
4/22/2019	1	Deer Park Community Development Corporation		

Discussion of issues relating to the current status of DPCDC projects for January - March 2019.

A brief report will be given at the meeting summarizing the current status of the DPCDC projects.

n/a

Receive the report.

Deer Park CDC Project Update

January – March 2019

Dow Park Pavilion Project - This project was identified as one of seven approved projects in the 2015 Type B dedicated sales tax election that was voted for by Deer Park residents. The City entered into a contract with Halff Associates as the architect and South Pool and Spa as the general contractor. The project is funded with \$1.5 million from Type B sales tax. The new restroom buildings were installed and progress continues on the pavilion structures. The City terminated the contract with the previous general contractor and awarded a contract for the completion of the project to Mills Construction. The project was completed in September of 2018.

- Acceptance of completion of and retainage release for DPCDC Dow Park Pavilion project.
- Ribbon cutting and dedication for the Dow Park Pavilion held on September 27th.

Maxwell Adult Center - This project was one of seven approved projects in the 2015 Type B dedicated sales tax election that was voted for by Deer Park residents. The project is funded with \$2 million from Type B sales tax. The City of Deer Park selected Halff Associates as the architect and Frost Construction as the general contractor for the project. Construction began in November of 2017. Demo of the interior and site preparation for the new addition has been completed. The project is complete and building is currently in use with minimal punch list items remaining.

- Project is complete with only minor punch list items.
- Parks and Recreation Department hosted pre-opening tours on November 20th and 21st.
- December 19, 2018 marked the first day of Maxwell regular operations post renovations.
- [January 15, 2019 ribbon cutting](#)
- [Ongoing work to complete Maxwell close out documents.](#)
- [Discussions with Frost Construction concerning canopy extension.](#)

Girls Softball Complex - This project was identified as one of seven approved projects in the 2015 Type B dedicated sales tax election that was voted for by Deer Park residents. This project is funded by \$3 million from Type B sales tax. The City selected Tandem Services as the general contractor and Halff Associates as the architect for this project. Construction began in January 2018. The project is on schedule to be completed by the end of 2018.

- [Project is roughly 98% complete.](#)
- Meeting on Bi-weekly basis with Tandem Services, City staff, and Halff.
- Several contingency modifications have been executed for the project.
- [Concession and restroom building is completed.](#)
- [Turf has been installed and is being cared for.](#)
 - [Several areas were removed and replaced due to the wrong type of turf being installed.](#)
- Batting cages have been installed and completed.
- [Hydramulching around complex has been completed.](#)

- Work completed to fine grade the skinned areas of the fields.
- Irrigation has been installed and inspected.
- Field lights, parking lot lights, and security lights have been commissioned.
- Scheduling of walk through for substantial completion.
- Scheduled completion of the facility is May 2019 with usage to begin once grass playing surfaced is determined to be safe for play.

New Soccer Complex - This project is another one of the seven approved projects in the 2015 Type B dedicated sales tax election. The project is being funded with \$4 million from Type B sales tax. The City of Deer Park selected Halff Associates as the architect and Tandem Services as the general contractor. Construction began in January 2018. The project is on schedule and is expected to be completed in early 2019.

- Project is roughly 95% complete.
- Meeting on Bi-weekly basis with Tandem Services, City staff, and Halff.
- Concession and restroom building is completed.
- Center Point has installed the electrical meter for the facility.
- Irrigation has been installed and is approved.
- Parking lot and driveway for facility has been completed.
- City Council approved change order for additional dirt and sod for 2 playing fields.
- Field sprigging will begin once weather allows for sprigging.
- Fields are expected to take several months for turf to establish.
- Sod expected to be established and ready for fall play.
- Flatwork has been completed around the site.

Community Center – This project is another one of the seven approved projects in the 2015 Type B dedicated sales tax election. The project is being funded with \$6 million from Type B sales tax. This project is currently under staff review and discussion.

- City of Deer Park has hired Brinkley, Sargent, Wigington has architectural firm for consulting and design of the potential renovations and expansion of the Deer Park Community Center.
- City staff visited 5 Houston area recreation centers to begin researching facility design and trends.
 - December 13 – Eagle Pointe, Imperial Recreation Center, Pearland Recreation Center
 - December 20 – C.K. Ray Recreation Center and West University Place Recreation Center
- January 14 - City staff visited 4 DFW area recreation centers to continue researching facility design and trends.
 - Richardson Heights Center, Farmers Branch Aquatics and Recreation Centers, Keller Pointe Recreation Center, The Link (Richland Hills) Recreation Center
- January 28 – Joint meeting of the City Council/Deer Park Community Development Corp. Parks and Recreation Commission to discuss items related to the Community Center Renovations.
- February 25 – Joint meeting of the City Council/Deer Park Community Development Corp. Parks and Recreation Commission to discuss items related to the Community Center Renovations
- March 25 – Joint meeting postponed due to incident related to International Terminals Company Incident. The joint meeting was rescheduled to April 22, 2019.

Hike and Bike Trails - This project is another one of the seven approved projects in the 2015 Type B dedicated sales tax election. The project is being funded with \$500,000 from Type B sales tax.

- Limited discussions with staff have taken place.
- City staff met with Bruditt Consultants for potential design of the Hike and Bike Trails comprehensive plan.
- [Enter into agreement with Burditt Consultants, LLC. for professional services for the development of the Type B Hike and Bike trails.](#)

Spencerview Athletic Complex - This project is another one of the seven approved projects in the 2015 Type B dedicated sales tax election. The project is being funded with \$3 million from Type B sales tax.

- This project was completed in August of 2017 and is currently in use.
- [Ongoing discussions with Harris County Flood Control on Spencerview Bridge project](#)



Legislation Details (With Text)

File #: BUD 19-002 **Version:** 1 **Name:**
Type: Budget **Status:** Agenda Ready
File created: 4/12/2019 **In control:** Deer Park Community Development Corporation
On agenda: 4/22/2019 **Final action:**
Title: Discussion of issues relating to the preliminary FY 2019-2020 DPCDC Budget.
Sponsors:
Indexes:
Code sections:
Attachments: [DPCDC - Budget Calendar FY19-20](#)
[DPCDC - Proposed Budget 04.22.19](#)

Date	Ver.	Action By	Action	Result
4/22/2019	1	Deer Park Community Development Corporation		

Discussion of issues relating to the preliminary FY 2019-2020 DPCDC Budget.

Summary:

The DPCDC bylaws provide that the Corporation's fiscal year shall be the same as the fiscal year of the City, which is October 1 - September 30. Attached is the overall FY 2019-2020 budget schedule for the City, which includes meeting dates for the City Council, CCPD, FCPEMSD and the DPCDC. The dates specific to the DPCDC budget are in purple font.

Key dates for the FY 2019-2020 DPCDC budget process are as follows:

- Mon, 04/22/19 @ 5:30 PM - DPCDC Board of Directors reviews preliminary FY 2019-2020 DPCDC Budget
- Mon, 07/22/19 @ 5:30 PM - DPCDC Board of Directors approves FY 2019-2020 Budget and submits to City Council for adoption

The City Council is scheduled to adopt the FY 2019-2020 DPCDC budget on Tuesday, August 20, 2019 at the regular City Council meeting at 7:30 PM. The final FY 2019-2020 City Budget, which incorporates all funds and component units, is scheduled for adoption at the regular meeting of City Council on Tuesday, September 17, 2019.

Also attached is a draft of the preliminary FY 2019-2020 DPCDC Budget, which has been prepared by City staff on behalf of the Corporation. Please note, this is a draft document and as additional information becomes available prior to the vote by the DPCDC Board of Directors to approve the FY 2019-2020 Budget on July 22, 2019, minor adjustments may be included in the final document. Any such changes will be addressed at the July 22, 2019 meeting.

Fiscal/Budgetary Impact:

This preliminary FY 2019-2020 budget for the DPCDC includes total revenues of \$3,004,000, representing estimated sales tax revenue and investment earnings. Projected expenditures of \$1,959,349 include services, supplies, bond related fees, and primarily operating transfers to the City to fund debt service on the certificates of obligation issued for the voter approved parks and recreation projects. Pay-as-you-go funding is for the hike and bike trails.

Discuss issues relating to the preliminary FY 2019-2020 DPCDC Budget.

CITY OF DEER PARK
BUDGET SCHEDULE FOR FY 2019-2020
(INCLUDES COUNCIL, **CCPD**, **FCPEMSD** & **DPCDC**)

Date	Time	Meeting Description
March 25	TBD	“Budget Kickoff” meeting to discuss FY 2019-2020 budget process and distribute budget materials.
April 22	5:30 PM	DPCDC Board of Directors reviews preliminary FY 2018-2019 DPCDC Budget
April 29 – May 22	TBD	City Manager/Assistant City Manager/Finance Director Meetings with Department Heads to discuss FY 2018-2019 budget estimates and FY 2019-2020 budget requests.
May 13	5:15 PM	CCPD Meeting – PD presents proposed CCPD budget to board. Board schedules public hearing on proposed budget (<i>Note: a P&Z Meeting is scheduled this evening.</i>)
May 13	5:45 PM	FCPEMSD Meeting – FD presents proposed FCPEMSD budget to board. Board schedules a public hearing on budget (<i>Note: a P&Z Meeting is scheduled this evening.</i>)
May 22		Notice for FCPEMSD public hearing on proposed FCPEMSD budget runs in newspaper.
May 22		Notice for CCPD public hearing on proposed CCPD budget runs in newspaper.
June 10	5:15 PM	CCPD public hearing on CCPD budget.
June 10	5:45 PM	FCPEMSD public hearing on FCPEMSD budget.
June 10	After P.H.	FCPEMSD budget workshop – (follows Public Hearing)
June 20	TBD	Distribute FY 2019-2020 Budget Workbooks to Council.
June 24	5:30 PM	City Council Budget Workshop.
June 25	5:30 PM	City Council Budget Workshop (<i>if necessary</i>).
July 8	5:15 PM	CCPD Meeting to adopt CCPD budget. (<i>Board submits budget to Council</i>)
July 8	5:45 PM	FCPEMSD meeting to adopt FCPEMSD budget. (<i>Board submits budget to Council</i>)
July 16	7:30 PM	City Council calls for public hearing on proposed CCPD and FCPEMSD budgets.
July 22	5:30 PM	DPCDC adopts FY 2019-2020 Budget and submits to Council.
July 24		Notice for Council public hearing on CCPD budget runs in newspaper.
July 24		Notice for Council public hearing on FCPEMSD budget runs in newspaper.
August 1	7:30 PM	City Manager presents proposed budget to City Council. Council calls public hearing on proposed City budget.
August 14		Notice for Council public hearing on City budget runs in newspaper.
August 20	7:30 PM	Public Hearing on proposed City budget.
August 20	7:30 PM	Council workshop on FY 2019-2020 DPCDC Budget
August 20	7:30 PM	City Council public hearing on proposed CCPD budget. City Council approves or rejects the CCPD Budget. If the governing body rejects the budget submitted by the board, the governing body and the board shall meet and together amend and approve the budget before the beginning of the fiscal year.
August 20	7:30 PM	City Council public hearing on proposed FCPEMSD budget. City Council approves or rejects the FCPEMSD Budget. If the governing body rejects the budget submitted by the board, the governing body and the board shall meet and together amend and approve the budget before the beginning of the fiscal year.
August 20	7:30 PM	City Council adopts FY 2019-2020 DPCDC Budget
Sept. 17	7:30 PM	City Council adopts FY 2019-2020 Budget.
Oct. 1		FY 2019-2020 begins.

**CITY OF DEER PARK
2019-2020 ANNUAL BUDGET
DEER PARK COMMUNITY DEVELOPMENT CORPORATION (DPCDC)**

REVENUE SUMMARY

DESCRIPTION	ACTUAL 17-18	BUDGET 18-19	ESTIMATED 18-19	REQUESTED 19-20	PROJECTED 19-20
Tax Revenue	\$ 3,314,040	\$ 2,800,000	\$ 3,000,000	\$ 3,000,000	\$ -
Other Revenue	1,498	1,100	5,000	4,000	-
Prior Year Revenue	-	-	-	-	-
Total Revenue	\$ 3,315,538	\$ 2,801,100	\$ 3,005,000	\$ 3,004,000	\$ -

**CITY OF DEER PARK
2019-2020 ANNUAL BUDGET
DEER PARK COMMUNITY DEVELOPMENT CORPORATION (DPCDC)**

DESCRIPTION	ACTUAL 17-18	BUDGET 18-19	ESTIMATED 18-19	REQUESTED 19-20	PROJECTED 19-20
<u>3100 TAX REVENUE</u>					
3120 Sales Tax Revenue	\$ 3,314,040	\$ 2,800,000	\$ 3,000,000	\$ 3,000,000	\$ -
Total Tax Revenue	<u>3,314,040</u>	<u>2,800,000</u>	<u>3,000,000</u>	<u>3,000,000</u>	<u>-</u>
<u>3600 OTHER REVENUE</u>					
3620 Investment Revenue	1,498	1,100	5,000	4,000	-
Total Other Revenue	<u>1,498</u>	<u>1,100</u>	<u>5,000</u>	<u>4,000</u>	<u>-</u>
Prior Year Revenue	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
TOTAL REVENUE	<u>\$ 3,315,538</u>	<u>\$ 2,801,100</u>	<u>\$ 3,005,000</u>	<u>\$ 3,004,000</u>	<u>\$ -</u>

**CITY OF DEER PARK
2019-2020 ANNUAL BUDGET
DEER PARK COMMUNITY DEVELOPMENT CORPORATION (DPCDC)**

EXPENDITURE SUMMARY

DESCRIPTION	ACTUAL 17-18	BUDGET 18-19	ESTIMATED 18-19	REQUESTED 19-20	PROPOSED 19-20
Services	\$ 2,000	\$ 4,400	\$ 2,000	\$ 4,400	\$ -
Supplies	-	2,400	-	3,500	-
Other Operating Expenditures	<u>2,775,838</u>	<u>1,525,126</u>	<u>1,240,476</u>	<u>1,951,449</u>	<u>-</u>
Total Expenditures	<u>\$ 2,777,838</u>	<u>\$ 1,531,926</u>	<u>\$ 1,242,476</u>	<u>\$ 1,959,349</u>	<u>\$ -</u>

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
2019-2020 ANNUAL BUDGET
DEER PARK COMMUNITY DEVELOPMENT CORPORATION (DPCDC)**

DESCRIPTION	ACTUAL 17-18	BUDGET 18-19	ESTIMATED 18-19	REQUESTED 19-20	PROPOSED 19-20
<u>4200 SERVICES</u>					
4201 Public Notices	\$ -	\$ 1,900	\$ -	\$ 1,900	\$ -
4239 Audit Fee	2,000	2,000	2,000	2,000	-
4250 Training & Travel	-	500	-	500	-
Total Services	2,000	4,400	2,000	4,400	-
<u>4300 SUPPLIES</u>					
4301 Office Supplies	-	100	-	100	-
4305 Printing	-	2,200	-	3,300	-
4307 Postage	-	100	-	100	-
Total Supplies	-	2,400	-	3,500	-
<u>4500 OTHER OPERATING EXP.</u>					
4525 Other Bond Related Fees	-	118,000	-	118,000	-
4530 Operating Transfers	2,024,358	1,307,126	1,215,476	1,308,449	-
4591 Pay-As-You-Go	751,480	100,000	25,000	525,000	-
Total Operating Transfers	2,775,838	1,525,126	1,240,476	1,951,449	-
TOTAL EXPENDITURES	\$ 2,777,838	\$ 1,531,926	\$ 1,242,476	\$ 1,959,349	\$ -

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**DEER PARK COMMUNITY DEVELOPMENT CORPORATION (DPCDC)
2019-2020 ANNUAL BUDGET
PROJECT COSTS APPROVED BY THE VOTERS**

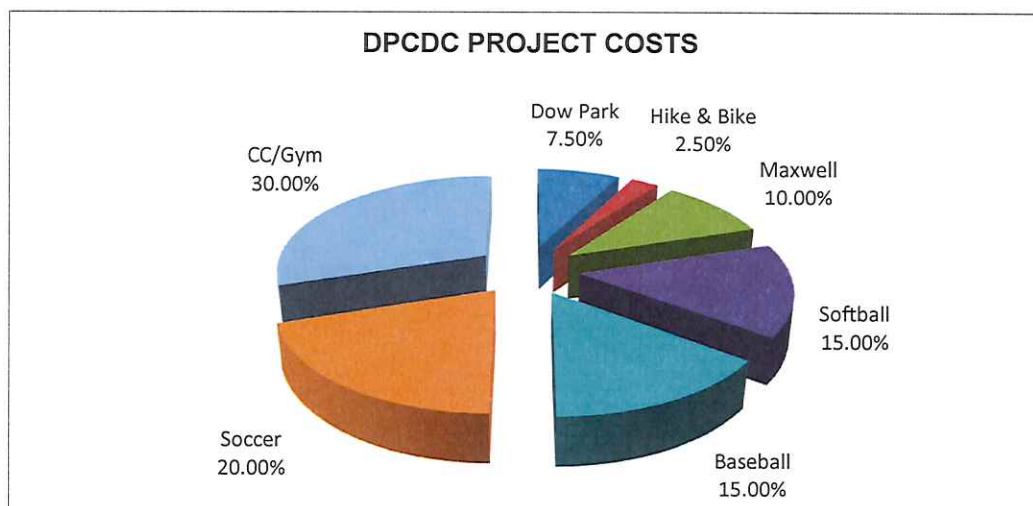
On May 9, 2015, the voters approved a dedicated 0.50% sales tax for the following projects, the costs of which were enumerated in the Proposition in an amount not exceed \$20,000,000. This amount is for the construction, renovation, acquisition, equipment and improvement of the projects and is exclusive 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)
2019-2020 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>	
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%	745,000.00	5,922.75	-	750,922.75
TOTAL		<u>\$ 4,985,000.00</u>	<u>\$ 160,987.50</u>	<u>\$ 121,356.75</u>	<u>\$ 5,267,344.25</u>

DEER PARK COMMUNITY DEVELOPMENT CORPORATION (DPCDC)
2019-2020 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>	
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%	460,000.00	4,347.00	-	464,347.00
TOTAL		<u>\$ 2,220,000.00</u>	<u>\$ 63,787.50</u>	<u>\$ 42,808.50</u>	<u>\$ 2,326,596.00</u>

**CITY OF DEER PARK
2019-2020 ANNUAL BUDGET
ANNUAL DEBT SERVICE PAYMENTS**

PROPOSED CERTIFICATES OF OBLIGATION, SERIES 2020

(To be issued by the City of Deer Park)

\$5,850,000 dated February 18, 2020

Interest Rate: 3.00%

<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>	
2020	3.000%	\$ -	\$ -	\$ 91,651.00	\$ 91,651.00
2021	3.000%	1,455,000.00	87,750.00	65,925.00	1,608,675.00
2022	3.000%	1,500,000.00	65,925.00	43,425.00	1,609,350.00
2023	3.000%	1,545,000.00	43,425.00	20,250.00	1,608,675.00
2024	3.000%	<u>1,350,000.00</u>	<u>20,250.00</u>	<u>-</u>	<u>1,370,250.00</u>
TOTAL		<u>\$ 5,850,000.00</u>	<u>\$ 217,350.00</u>	<u>\$ 221,251.00</u>	<u>\$ 6,288,601.00</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 #: DIS 19-049 **Version:** 1 **Name:**
Type: Discussion **Status:** Agenda Ready
File created: 4/18/2019 **In control:** Deer Park Community Development Corporation
On agenda: 4/22/2019 **Final action:**
Title: Announcement of date and time of the next DPCDC regular board meeting: July 22, 2019 at 5:30 pm.
Sponsors:
Indexes:
Code sections:
Attachments:

Date	Ver.	Action By	Action	Result
4/22/2019	1	Deer Park Community Development Corporation		

Announcement of date and time of the next DPCDC regular board meeting: July 22, 2019 at 5:30 pm.

Summary:

Section 2.4 of the bylaws state that regular meetings of the Board of Directors of the Deer Park Community Development Corporation shall be held on the 4th Monday of each quarter (October, January, April, July), beginning at 5:30 pm and such meetings shall be held at the Deer Park City Hall, 710 E. San Augustine, Deer Park, TX, unless otherwise determined by resolution of the Board. Therefore, the next DPCDC regular meeting will be held on July 22, 2019 at 5:30 pm.

Fiscal/Budgetary Impact:

n/a

Acknowledge the date and time of the next DPCDC regular board meeting.