

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

Eric Ripley, Position 2
Georgette Ford, Vice President, Position 7
Faylene DeFrancis, Position 1
Jeff Lawther, Treasurer, Position 4



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

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

CALL TO ORDER

1. Approval of minutes of regular meeting held on April 22, 2019.

[MIN 19-107](#)

Recommended Action: Approval

Attachments: [CDC_MR_042219](#)

2. Approval of minutes of joint workshop meeting held on April 22, 2019.

[MIN 19-108](#)

Recommended Action: Approval

Attachments: [CDC_MW_042219.JOINT CC PARC](#)

NEW BUSINESS

3. Announcement of appointment to the DPCDC Board of Directors.

[APT 19-003](#)

Recommended Action: Welcome the new Board Member.

4. Election of officers for the unexpired portion of the terms of vacant offices.

[OFC 19-004](#)

Recommended Action: Elect officers for the unexpired portion of the terms of the vacant offices.

Department: City Manager's Office

5. Consideration of and possible action on the quarterly report for the period of April 1, 2019 - June 30, 2019.

[RPT 19-037](#)

Recommended Action: Approve the quarterly report for the period of April 1, 2019 - June 30, 2019 and authorize submission to the City Council.

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

Attachments: [DPCDC 3rd Q Report Cumulative 072219](#)

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 status of DPCDC projects for the period of April - June 2019.

[RPT 19-036](#)

Recommended Action: Receive and discuss the report.

Attachments: [Deer Park CDC Project Update 71719](#)
[TrailSteeringCommitteeUpdate7-10-19](#)

7. Consideration of and action on approving the Fiscal Year 2019-2020 Deer Park Community Development Corporation Budget and submission to City Council.

[BUD 19-011](#)

Recommended Action: Approve the Fiscal Year 2019-2020 Budget and submit to City Council.

Attachments: [DPCDC Proposed 19-20 07.22.19](#)

8. Announcement of date and time of the next DPCDC regular board meeting: October 28, 2019 at 5:30 pm.

[DIS 19-094](#)

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

ADJOURN

Shannon Bennett, TRMC
City Secretary

Posted on Bulletin Board
July 19, 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 19-107 **Version:** 1 **Name:**

Type: Minutes **Status:** Agenda Ready

File created: 7/19/2019 **In control:** Deer Park Community Development Corporation

On agenda: 7/22/2019 **Final action:**

Title: Approval of minutes of regular meeting held on April 22, 2019.

Sponsors:

Indexes:

Code sections:

Attachments: [CDC_MR_042219](#)

Date	Ver.	Action By	Action	Result
7/22/2019	1	Deer Park Community Development Corporation		

Approval of minutes of regular meeting held on April 22, 2019.

Summary:

Fiscal/Budgetary Impact:

Approval

CITY OF DEER PARK

CDC 1-203

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, APRIL 22, 2019 AT 5:30 P.M., WITH THE FOLLOWING MEMBERS PRESENT:

GEORGETTE FORD
JEFF LAWThER
DOUG BURGESS
LAURA HICKS

VICE PRESIDENT
MEMBER
MEMBER
MEMBER

OTHER OFFICIALS PRESENT:

JAY STOKES
GARY JACKSON
SHANNON BENNETT
DONNA TODD

CITY MANAGER
ASSISTANT CITY MANAGER
BOARD SECRETARY
TREASURER

1. MEETING CALLED TO ORDER – Vice President Georgette Ford called the meeting to order at 5:30 p.m.
2. APPROVAL OF MINUTES OF REGULAR MEETING ON JANUARY 28, 2019 – Motion was made by Doug Burgess and seconded by Laura Hicks to approve the minutes of the regular meeting held on January 28, 2019. Motion carried unanimously.
3. APPROVAL OF MINUTES OF JOINT MEETING ON JANUARY 28, 2019 – Motion was made by Laura Hicks and seconded by Jeff Lawther to approve the minutes of joint meeting held on January 28, 2019. Motion carried unanimously.
4. APPROVAL OF MINUTES OF JOINT MEETING ON FEBRUARY 25, 2019 – Motion was made by Jeff Lawther and seconded by Laura Hicks to approve the minutes of the joint meeting held on February 25, 2019. Motion carried unanimously.
5. CONSIDERATION OF AND POSSIBLE ACTION ON THE QUARTERLY REPORT FOR THE PERIOD OF JANUARY 1, 2019 - MARCH 31, 2019 – Assistant City Manager Gary

Jackson gave an overview of quarterly activity report for the meetings of the Deer Park Community Development Corporation activities and actions. This report detailed the projects and work accomplished during the previous quarter. The report was presented to the Board for review, approval and authorization to submit to City Council. (Exhibit A1)

Motion was made by Laura Hicks and seconded by Doug Burgess to approve the quarterly report for the period of January 1, 2019 - March 31, 2019 and authorize submission to the City Council.

6. DISCUSSION OF ISSUES RELATING TO THE CURRENT STATUS OF DEER PARK COMMUNITY DEVELOPMENT CORPORATION PROJECTS FOR JANUARY- MARCH 2019 – Parks and Recreation Director Charlie Sandberg gave an overview of the updates on the projects to include the Dow Park Pavilion, Maxwell Adult Center, Girls Softball Complex Soccer Complex, Community Center, Hike and Bike Trails and the Spencerview Athletic Complex. (Exhibit B1-B3)

Vice President Georgette Ford asked, “Have we alerted the Girl’s Softball Board of the delay of the Softball Field?”

Mr. Sandberg responded, “Jacob Zuniga and I did meet them with last week and we did express to them about the delay and what we are planning to do to accommodate them. I will report back to the Board the current status after the walk through.”

Jeff Lawther asked, “Is there some sort of out - of - town tournament that is going to use the softball fields?”

Mr. Sandberg responded, “Yes, there is. It is a huge Pony International Softball Tournament that is slated for the latter part of July, but that is not why we are not on the field. It is just due to the current construction project right now.”

Mr. Burgess asked, “Are the contractors having problems finding Tiff 419 grass?”

Mr. Sandberg responded, “Yes, that is what they claim.”

Mr. Lawther asked, “Was the contractor responsible for paying, after the wrong turf was installed?”

Mr. Sandberg responded, “It wasn’t that the wrong turf was installed. It was that they couldn’t find the product so it prolonged the project. What happened at the Girls’ Softball Complex was that there was common Bermuda grass mixed with the Tiff 419 grass and we made them remove all of that.”

Ms. Hicks asked, “Was it removed at their expense?”

Mr. Sandberg responded, “Yes.”

Mr. Lawther asked, “Is there any issue with not having an occupancy permit by the time the July tournament comes around?”

Mr. Sandberg responded, “There will be an issue with that, but we don’t feel like it will prolong it much.”

7. DISCUSSION OF ISSUES RELATING TO THE PRELIMINARY FY 2019-2020 DPCDC BUDGET – Finance Director Donna Todd gave an overview to the Board of the Preliminary Budget for FY 2018-19. 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.
8. ANNOUNCEMENT OF DATE AND TIME OF THE NEXT DEER PARK COMMUNITY DEVELOPMENT CORPORATION’S REGULAR BOARD MEETING: JULY 22, 2019 AT 5:30 PM – Vice President Ford announced the next regular Deer Park Community Development Corporation meeting on July 22, 2019 at 5:30 p.m.
9. ADJOURN – Vice President Georgette Ford adjourned the meeting at 5:46 p.m.

ATTEST:

APPROVED:

Shannon Bennett
Board Secretary

Georgette Ford, Vice President
Deer Park Community Development Corporation



Legislation Details (With Text)

File #: MIN 19-108 **Version:** 1 **Name:**
Type: Minutes **Status:** Agenda Ready
File created: 7/19/2019 **In control:** Deer Park Community Development Corporation
On agenda: 7/22/2019 **Final action:**
Title: Approval of minutes of joint workshop meeting held on April 22, 2019.
Sponsors:
Indexes:
Code sections:
Attachments: [CDC_MW_042219.JOINT CC PARC](#)

Date	Ver.	Action By	Action	Result
7/22/2019	1	Deer Park Community Development Corporation		

Approval of minutes of joint workshop meeting held on April 22, 2019.

Summary:

Fiscal/Budgetary Impact:

Approval

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

CC 78-
CDC 1-206

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 APRIL 22, 2019 BEGINNING AT 6:15 P.M., WITH THE FOLLOWING MEMBERS PRESENT:

JERRY MOUTON
SHERRY GARRISON
TOMMY GINN
BILL PATTERSON
RON MARTIN
RAE A. SINOR

MAYOR
COUNCILWOMAN
COUNCILMAN
COUNCILMAN
COUNCILMAN
COUNCILWOMAN

MEMBERS OF DEER PARK COMMUNITY DEVELOPMENT CORPORATION PRESENT:

GEORGETTE FORD
JEFF LAWTHOR
DOUG BURGESS
LAURA HICKS

VICE PRESIDENT
MEMBER
MEMBER
MEMBER

MEMBERS OF THE PARKS AND RECREATION COMMISSION PRESENT:

GEORGETTE FORD
JO KIEFER
SHERRY REDWINE
ERIC RIPLEY

CHAIRMAN
VICE CHAIRMAN
MEMBER
MEMBER

OTHER CITY OFFICIALS PRESENT:

JAMES STOKES
GARY JACKSON
SHANNON BENNETT
CHARLIE SANDBERG

CITY MANAGER
ASSISTANT CITY MANAGER
CITY SECRETARY
PARKS & RECREATION
DIRECTOR

1. MEETING CALLED TO ORDER – Mayor Mouton opened the meeting on behalf of the City Council, Vice President Georgette Ford opened on behalf of the Deer Park

Community Development Corporation and Vice Chairman Jo Kiefer 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 POTENTIAL SQUARE FOOTAGE, COSTS AND COST RECOVERY OPTIONS FOR A POSSIBLE NEW COMMUNITY CENTER AND GYMNASIUM INCLUDING POOL OPTIONS – Stephen Springs of Brinkley, Sargent, Wiginton Architects, gave a brief overview of the information discussed at the previous meeting pertaining to the Community Center. He also discussed the Community Center history and the proposed site plan that included discussion on the existing “dry-side” space allocations, possible community recreation options, aquatic options and cost recovery philosophy.

Parks and Recreation Director Charlie Sandberg commented, “What you are going to see from Mr. Springs presentation is a lot of the analogies from the research that we have done visiting other facilities and also the experience the Staff has within the profession.”

Mr. Springs continued the discussion on what was considered as high priorities and gave a presentation of potential options for a new facility. The option to rebuild the existing building and keep a total of 36,300 square feet has a projected cost of \$11.5-13.2 million dollars, an all new facility that includes 40,480 square feet has a projected cost of \$13.4 - 15.3 million dollars and the option for an all new facility with the inclusion of the Earl Dunn Gymnasium and an addition of a full gymnasium plus a track totals to 48,550 square feet with a projected cost of \$15.0-16.7 million dollars.

Mayor Mouton commented, “I believe tonight is a major scenario of funneling this down to where a design can be created on paper. This is a good discussion in regards to the objective.”

Mr. Springs discussed the aquatic possibilities and options that includes remodeling the existing aquatic center, the re-envision of the existing pool and the option to add a therapy pool and a 4-lane lap pool, which would add 8,200 square feet to the facility. Mr. Springs gave a presentation of the projected construction costs combining both the dry side and the wet side for the facility. Scenario 1 included a new building, a gym and track along with a 4-lane pool and a therapy pool with repairs to the existing pool to be an estimated \$20.0-23.4 million dollars. Scenario 2 included a new building, with an indoor track and keeping the Earl Dunn Gym and adding a second gym on the dry-side and possibility to build the re-envisioned concept of the existing pool to also include a 4-lane pool and therapy pool on the wet side with a projected cost of \$27.5-32.5 million dollars.

Mayor Mouton commented, “Much of what has been talked about has been Staff assessing best practices in looking at many scenarios that have now been thrown in a pot. They have

attached numbers to all of this, but there is no conceptual design. We already have \$6 million dollars to start with. We do have some options of how we can pay for this, which I would propose to have it go back to the voters. It makes the most sense on how to pay for this, especially having 70% of the Type B coming outside of the City limits. The main emphasis is to give some direction. To me, it is about giving this community a maximum privilege to have access to as many facets of the quality of life. When you take a lot of these factors, it will definitely impact certain sectors of our community. In some cases, we need to be open-minded to include all we can so that we can impact as many people as possible. This is a huge significant investment, a commitment for the next fifty years.”

Mr. Springs asked, “Mayor, in your opinion, should there be three gyms, counting Earl Dunn as one of them. Is there a consensus on a third gym?”

Athletics/Aquatics Supervisor Lacy Stole commented, “There is never enough gym space. We currently pay over \$9,000 every winter to use the gyms at the school district. We also pay \$3,500 every summer. By having a third gym, you are not going to solve all issues, but you are going to have extra space for practices. People call every week to rent the Earl Dunn Gym and we can’t rent because the usage is so packed all the time. My reasoning to keep the Earl Dunn Gym, is to use it for a rental facility because it would be packed.”

Assistant Parks and Recreation Director Jacob Zuniga commented, “One possible scenario that we could possibly explore is having that third gym only opened for certain hours for rentals.”

After a lengthy discussion, it was the consensus of the Council, Deer Park Community Development Corporation and Parks and Recreation Commission, that a possible third gym be included within the Community Center site plans.

Parks and Recreation Director Charlie Sandberg discussed the task of making a decision in order to be able to use a conceptual analysis. Mr. Sandberg suggested that philosophical direction from Council and the Committees is critical and needed to be able to assist in conception of the facility to define how it is going to be used.

After a lengthy discussion, it was agreed upon to include in the conceptual site plan a new bathhouse, repairs to the existing pool, a therapy pool and a track to be included in the new proposed building with no option to lease the space. A parking lot will also be included in the site plans. Operational options of projected revenues and expenses will be discussed once the conceptual plans are completed.

3. 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 – Item was discussed in agenda item #2.

4. ADJOURN – Mayor Mouton adjourned the workshop meeting on behalf of City Council, Vice President Georgette Ford adjourned on behalf of the Deer Park Community Development Corporation and Vice Chairman Jo Kiefer adjourned on behalf of the Parks and Recreation Commission at 7:57 p.m.

ATTEST:

Shannon Bennett, TRMC
City Secretary

APPROVED:

Jerry Mouton, Mayor
City of Deer Park

Georgette Ford, Vice President
Deer Park Community Development
Corporation

Jo Kiefer, Vice Chairman
Parks and Recreation Commission



Legislation Details (With Text)

File #: APT 19-003 **Version:** 1 **Name:**

Type: Appointment **Status:** Agenda Ready

File created: 7/17/2019 **In control:** Deer Park Community Development Corporation

On agenda: 7/22/2019 **Final action:**

Title: Announcement of appointment to the DPCDC Board of Directors.

Sponsors:

Indexes:

Code sections:

Attachments:

Date	Ver.	Action By	Action	Result
7/22/2019	1	Deer Park Community Development Corporation		

Announcement of appointment to the DPCDC Board of Directors.

Summary:

Sue Mauk, Position 1, has recently resigned from the DPCDC Board of Directors.

On July 16, 2019, the Deer Park City Council appointed Faylene Defrancis to fill the unexpired portion of Ms. Mauk's term, which expires October 1, 2019.

Fiscal/Budgetary Impact:

N/A

Welcome the new Board Member.



Legislation Details (With Text)

File #: OFC 19-004 **Version:** 1 **Name:**
Type: Election of Officers **Status:** Agenda Ready
File created: 7/17/2019 **In control:** Deer Park Community Development Corporation
On agenda: 7/22/2019 **Final action:**
Title: Election of officers for the unexpired portion of the terms of vacant offices.
Sponsors: City Manager's Office
Indexes:
Code sections:
Attachments:

Date	Ver.	Action By	Action	Result
7/22/2019	1	Deer Park Community Development Corporation		

Election of officers for the unexpired portion of the terms of vacant offices.

Summary:

The Deer Park Community Development Corporation bylaws provide that the officers of the Corporation shall be a president, vice-president, secretary, treasurer, and the Board may appoint an assistant secretary and assistant treasurer. The Board, at each annual meeting in October, shall elect these officers. One person may hold more than one office, except that the president shall not hold the office of secretary. Terms of office shall be one year with the right of an officer to be re-elected.

T.J. Haight, the former President of the Board resigned in May 2019 after being elected to City Council. Also, Sue Mauk, the former Board Secretary, recently resigned from the Board. In addition, should Board Member Ford be elected President, the position of Vice-President would be open. This agenda item will allow the board to appoint a President, Secretary and possibly Vice-President to serve the unexpired portion of the terms of the aforementioned offices.

The current officers are as follows:

President - vacant

Vice-President - Georgette Ford (also current Acting President)

Secretary - vacant

Treasurer - Jeff Lawther

Assistant Secretary - Shannon Bennett

Assistant Treasurer - Donna Todd

Fiscal/Budgetary Impact:

N/A

Elect officers for the unexpired portion of the terms of the vacant offices.



Legislation Details (With Text)

File #: RPT 19-037 **Version:** 1 **Name:**
Type: Report **Status:** Agenda Ready
File created: 7/17/2019 **In control:** Deer Park Community Development Corporation
On agenda: 7/22/2019 **Final action:**
Title: Consideration of and possible action on the quarterly report for the period of April 1, 2019 - June 30, 2019.
Sponsors: City Manager's Office, Finance, Parks & Recreation
Indexes:
Code sections:
Attachments: [DPCDC 3rd Q Report Cumulative 072219](#)

Date	Ver.	Action By	Action	Result
7/22/2019	1	Deer Park Community Development Corporation		

Consideration of and possible action on the quarterly report for the period of April 1, 2019 - June 30, 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 April 1, 2019 - June 30, 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 April 1, 2019 - June 30, 2019 and authorize submission to the City Council.

Deer Park Community Development Corporation

Quarterly Report: April 1, 2019 – June 30, 2019

Meetings Conducted and Activities

April 1 – Walk through of the Deer Park Girls Softball project – City Staff

April 3 – Kick-off meeting to discuss the Hike and Bike project – City Staff/Burditt/Hike and Bike trails committee members

April 4 – Meeting with Halff to discuss project items – City Staff/Halff

April 9 – Meeting to discuss Hike and Bike trails project – City Staff

April 15 – DPCDC quarterly report budget meeting – City Staff

April 15 – Conference call with Brinkley Sargent Wigington to discuss Community Center project – City Staff/BSW

April 16 – Meeting to discuss items related to minutes from meeting with Halff – City Staff

April 22 - Punch list walk through of the Deer Park Girls Softball Complex – City Staff/Tandem Services/Halff

April 22 – Meeting to discuss Community Center presentation – City Staff/BSW

April 22 – Regular meeting of the Deer Park Community Development Cooperation – City Staff/DPCDC

April 22 - Joint meeting of City Council, DPCDC, PARC to discuss items related to the Community Center project – City Staff/BSW/City Council/DPCDC/PARC

April 25 – Meeting to discussion items related to the Community Center project – City staff/BSW

May 1 – Walk through of the Deer Park Girls Softball project – City Staff

May 7 – Conference call to discuss items related to Community Center project – City staff/BSW

May 7 – Acceptance and release of retainage for the Maxwell Adult Center Expansion DPCDC project – City Staff/City Council

May 14 – Meeting to discuss items related to the Deer Park Girls Softball project – City Staff

May 16 – Meeting with Harris County Flood Control District to discuss potential Hike and Bike trail access – City Staff/HCFCD

May 21 – Walk through of the Deer Park Girls Softball project – City Staff

May 21 – Consideration of and action on an ordinance appointing a member of the Deer Park Community Development Corporation – City staff/City Council

May 23 – Walk through of the Deer Park Girls Softball project and Soccer Complex – City Staff/Tandem Services/Halff

May 25 – Conference call with Brinkley Sargent Wigington to discuss updates on Community Center project – City Staff/BSW

May 28 – Meeting to discuss items related to the Deer Park Girls Softball Complex – City staff

May 30 – Meeting to discuss items related to the Community Center project – City staff

June 17 – Conference call to discuss Community Center project design – City staff/BSW

June 18 – Ribbon cutting ceremony for the Deer Park Girls Softball Complex – City Staff/Halff/Tandem Services/City Council/Elected officials/Citizens from the community

June 24 – Meeting to discuss RAS inspection of the Deer Park Soccer Complex and Girls Softball Complex – City staff/Tandem Services/Halff

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

3Q (06/30/19) = \$983,688.11

Total Fiscal YTD = \$2,066,101.48

- Investment Revenue:

1Q (12/31/18) = \$1,629.43

2Q (03/31/19) = \$1,540.34

3Q (06/30/19) = \$1,229.96

Total Fiscal YTD = \$4,399.73

- ***Total Fiscal YTD Revenues as of 06/30/19: \$2,070,501.21 (preliminary and unaudited)***

Expenditures:

- Audit Fee:

2Q (03/31/19) = \$2,000.00

Total Fiscal YTD = \$2,000.00

- Operating Transfer – Debt Service:

3Q (06/30/19) = \$1,154,865.50

Total Fiscal YTD = \$1,154,865.50

- ***Total Fiscal YTD Expenditures as of 06/30/19: \$1,156,865.50 (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) = \$12,622.45

3Q (06/30/19) = \$12,861.63

Total Fiscal YTD = \$37,300.83

- ***Total Fiscal YTD Revenues as of 06/30/19: \$37,300.83 (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

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

3Q (06/30/19) = \$287,371.40

- Maxwell Center = \$4,802.50
- Girls Softball = \$3,650.00
- Soccer Fields = \$278,918.90

Total Fiscal YTD = \$497,434.55

- 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

- Hike & Bike = \$2,350.00 *
- Girls Softball = \$2,594.83
- Soccer Fields = \$658.52
- Community Center = \$21,632.84

3Q (06/30/19) = \$28,116.46

- Hike & Bike = \$7,050.00 *
- Girls Softball = \$392.43
- Community Center = \$20,674.03

Total Fiscal YTD = \$76,112.66

- **Total Fiscal YTD Expenditures as of 06/30/19: \$1,551,821.10 (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: January 1, 2019 – March 31, 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 19-036 **Version:** 1 **Name:**
Type: Report **Status:** Agenda Ready
File created: 7/17/2019 **In control:** Deer Park Community Development Corporation
On agenda: 7/22/2019 **Final action:**
Title: Discussion of issues relating to the status of DPCDC projects for the period of April - June 2019.
Sponsors:
Indexes:
Code sections:
Attachments: [Deer Park CDC Project Update 71719](#)
[TrailSteeringCommitteeUpdate7-10-19](#)

Date	Ver.	Action By	Action	Result
7/22/2019	1	Deer Park Community Development Corporation		

Discussion of issues relating to the status of DPCDC projects for the period of April - June 2019.

Summary:

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

Fiscal/Budgetary Impact:

Receive and discuss the report.

Deer Park CDC Project Update

April 2019 – June 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.
- Ongoing discussions related to litigation with former project contractor.
- Brief discussions related to ongoing litigation with City attorney.

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.
- Working obtain project dedication plaque. Scheduled to be completed early August 2019
- Working to complete Maxwell Adult Center canopy expansion. Scheduled to be completed by September 1.

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

- Project is roughly 98% complete.
- Meeting on Bi-weekly basis with Tandem Services, City staff, and Halff.
- Several contingency modifications have been executed for the project.
- Concession and restroom building is completed.

- Turf has been installed and is being cared for.
 - Several areas were removed and replaced due to the wrong type of turf being installed.
- Batting cages have been installed and completed.
- Hydramulching around complex has been completed.
- Work completed to fine grade the skinned areas of the fields.
- Irrigation has been installed and inspected.
- Field lights, parking lot lights, and security lights have been commissioned.
- Scheduling of walk through for substantial completion.
- Scheduled completion of the facility is May 2019 with usage to begin once grass playing surfaced is determined to be safe for play.
- Conducted initial and final walkthroughs of the project.
- Completed punch listed items.
- Received substantial completion letters with restrictions on fields.
- Conducted a ribbon cutting of the facility on June 18, 2019.
- Work continues on outstanding ADA issues concerning bleachers and parking lot stripping.

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

- Project is roughly 95% complete.
- Meeting on Bi-weekly basis with Tandem Services, City staff, and Halff.
- Concession and restroom building is completed.
- Center Point has installed the electrical meter for the facility.
- Irrigation has been installed and is approved.
- Parking lot and driveway for facility has been completed.
- City Council approved change order for additional dirt and sod for 2 playing fields.
- Field sprigging will begin once weather allows for sprigging.
- Fields are expected to take several months for turf to establish.
- Sod expected to be established and ready for fall play.
- Flatwork has been completed around the site.
- Conducted substantial completion and punch list item walkthroughs of the project.
- Completed punch listed items.
- Received substantial completion letter with restrictions on fields.
- Contractor was required to reapply hydromulch on practice field areas.
- Ribbon cutting discussion to be determined with Parks and Recreation Commission and City Administration.

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

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

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.

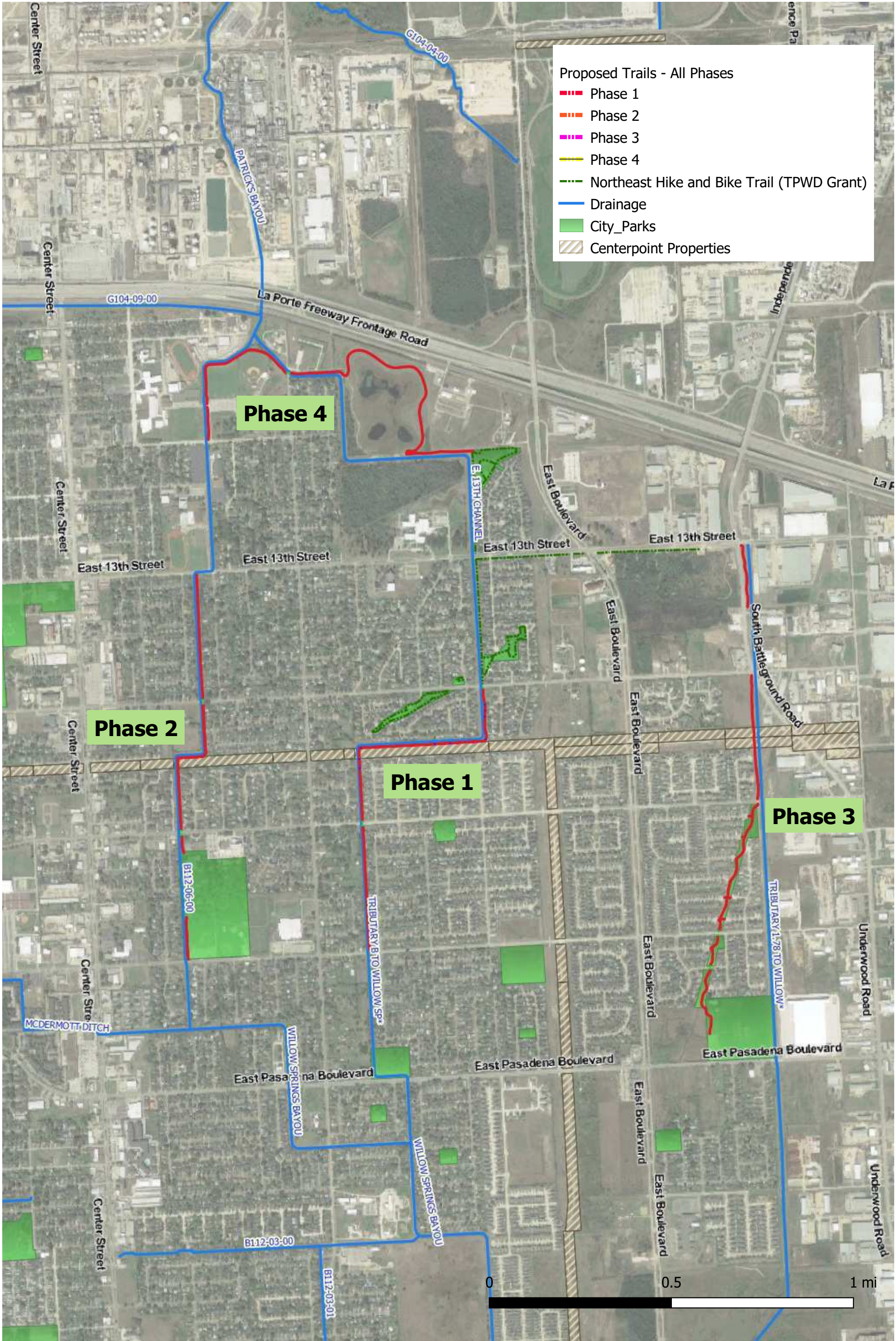
- Limited discussions with staff have taken place.
- City staff met with Bruditt Consultants for potential design of the Hike and Bike Trails comprehensive plan.
- Enter into agreement with Burditt Consultants, LLC. for professional services for the development of the Type B Hike and Bike trails.
- April 3 – Kick off committee meeting to discuss the Hike and Bike trails project design.
- May 16 - Meeting with Harris County Flood Control District to discuss potential Hike and Bike trail access.

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

- This project was completed in August of 2017 and is currently in use.
- Ongoing discussions with Harris County Flood Control on Spencerview Bridge project
- City staff currently working with HCFCD on the Spencerview Bridge access and design.

DEER PARK

PHASE 2 HIKE AND BIKE TRAIL
FEASIBILITY STUDY
STEERING COMMITTEE UPDATE
JULY 2019





Proposed Hike and Bike Trails City of Deer Park, Texas

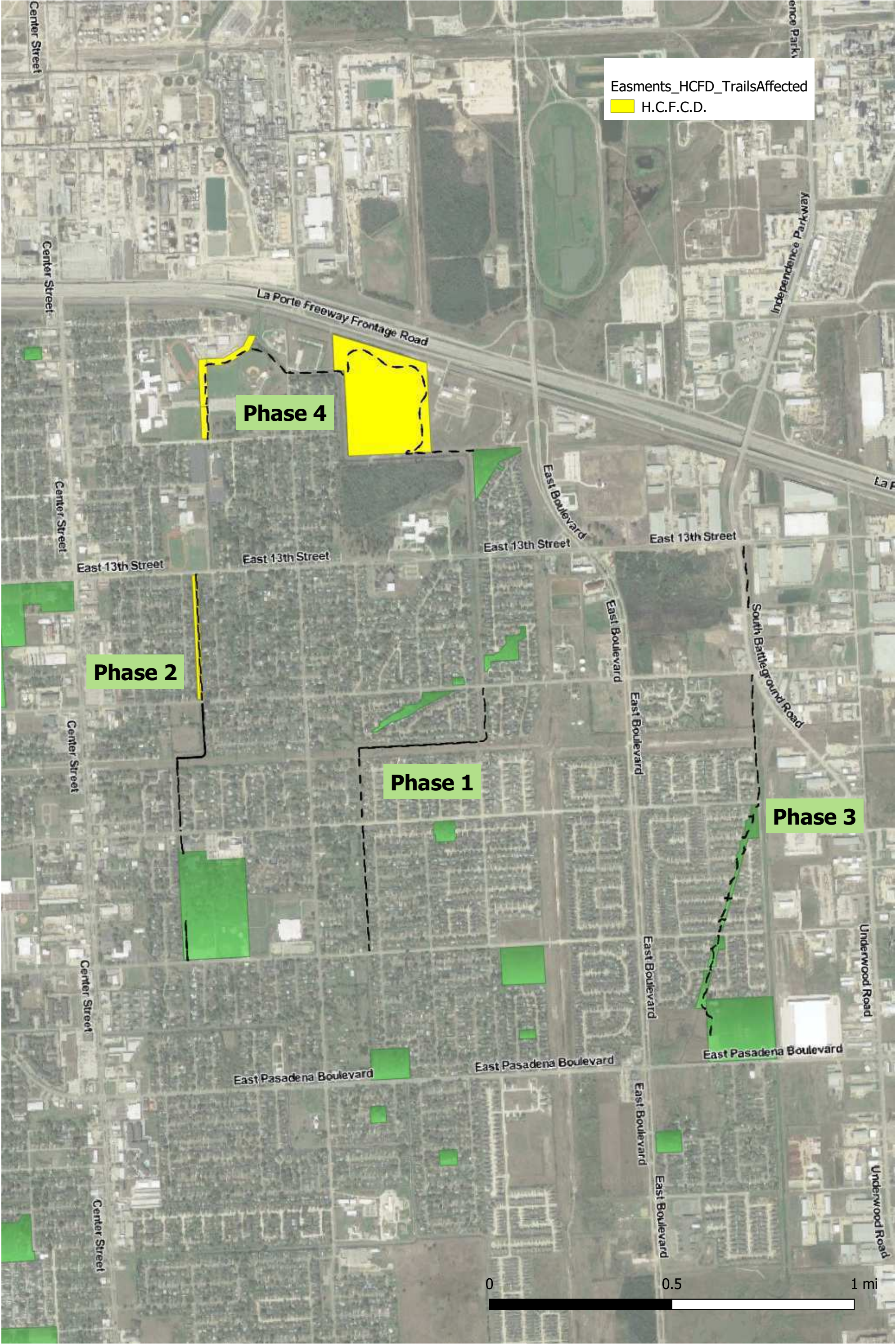


Recommended Projects

- 1 Phase 1 - Tributary B to Willow Springs (1.04 miles)**
Connects East X Street to East P Street and connections to Tiffany Amber Park, Wynnfield Park, and Running Brook Park by way of existing sidewalks.
- 2 Phase 2 - Patrick's Bayou (0.95 miles)**
Connects Dow Park to 13th Street along Patrick's Bayou, terminating at Deer Park Junior High School
- 3 Phase 3 - P Street Right-of-Way (1.21 miles)**
Connects the Pasadena Boulevard to 13th Street, utilizing the existing park land known as the P Street Right-of-Way, a drainage easement adjacent to Battleground Road, and an existing sidewalk segment along Battleground Road. The trail also connects to the Adult Softball Complex on Pasadena Boulevard.
- 4 Phase 4 - Patrick's Bayou to East 13th Channel (1.33 miles)**
Connects the Phase 2 trail from Deer Park High School, utilizing the Patrick's Bayou drainage channel. The trail continues with a connection to the East 13th Channel, around the East 13th Regional Stormwater Detention Pond and wetland, and ultimately to Park Green Park.



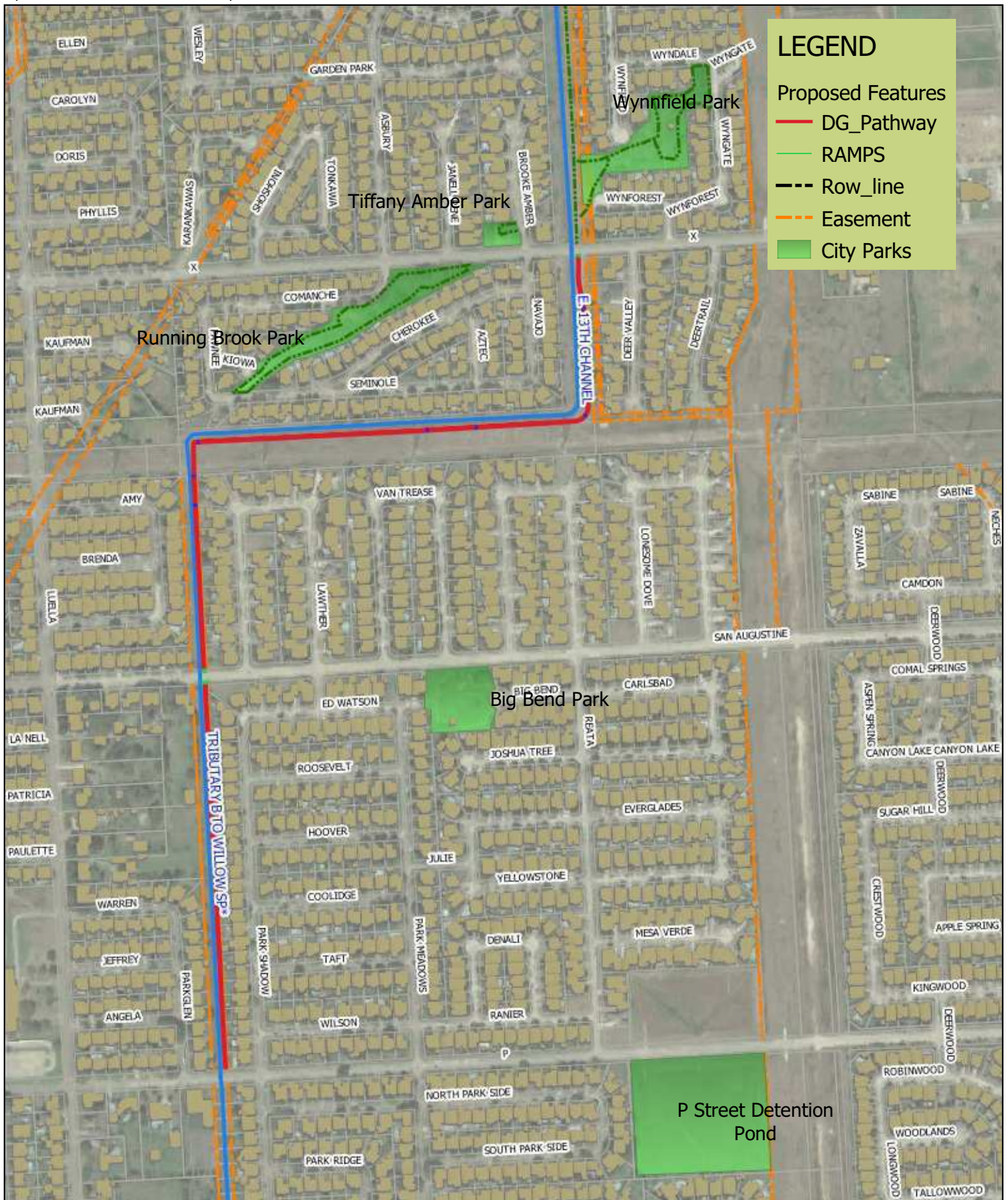
Proposed Trail Alignments Affected by HCFCD
Deer Park Hike and Bike Trail Feasibility
Study





Phase 1 Trail Alignment

Deer Park Hike and Bike Trail Feasibility Study



Phase 1 Trail Opportunity

The proposed trail alignments are planned for phased development as budget allows. A priority route has been identified that takes advantage of an easement along a drainage corridor that is owned and maintained by the City of Deer Park.

The proposed route connects East X Street to East P Street by way of the drainage easements, creating a linear linkage between Dow Park, Tiffany Amber Park, and Running Brook Park, as well as a connection to the future Northeast Hike and Bike Trail being developed in partnership with the Texas Parks and Wildlife Department. The trail will take advantage of existing sidewalks along East X Street, East P Street, and East San Augustine Boulevard to complete the connections to area parks and neighborhoods.

Some obstacles or challenges must be considered for the implementation of the Phase 1 Trail. The southernmost easement, “Tributary B to Willow Springs” (B112-04-00-01-002.0), provides approximately 16 feet of available space between the property line and the high bank of the ditch. This section also has moderate slopes that will need to be addressed in order to facilitate trail installation that meets accessibility requirements. Design considerations are as follows:

- 1. Modification of existing guardrail along East P Street to accommodate trail entrance.
- 2. Crossing of the Centerpoint utility right-of-way may necessitate an access agreement.
- 3. Crosswalks and ramps at East X Street, East P Street, and East San Augustine Boulevard.
- 4. Retaining walls and cut/fill operations to address slopes.



The existing guardrail at the intersection of the drainage easement and East P Street will need to be modified in order to provide access for the proposed trail.



Some grading will be required to reduce the slope along the easement in order to enhance accessibility and safety for users.

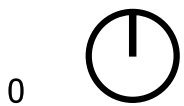


Pedestrian ramps and crosswalks will be needed at the road crossings along the length of the trail.



View of Centerpoint utility right-of-way that crosses the proposed trail alignment.



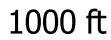


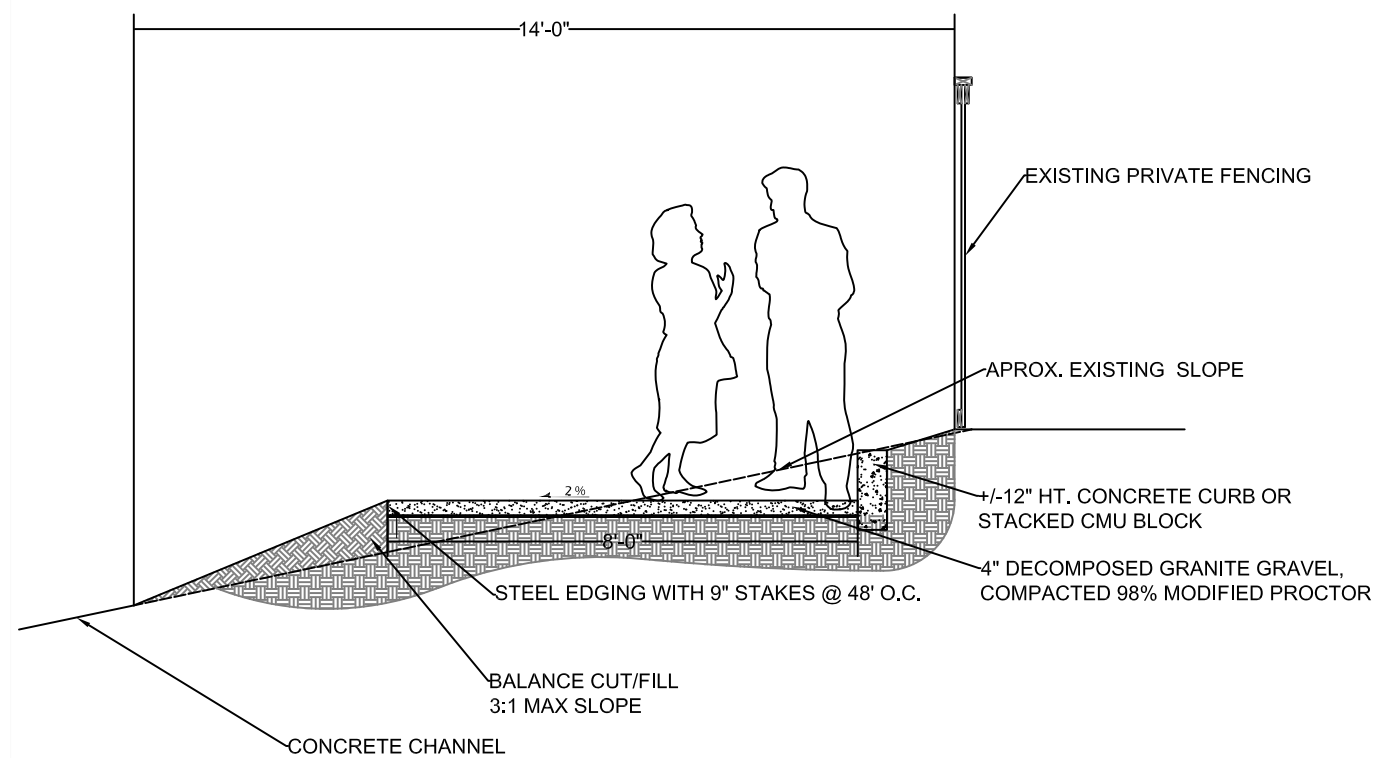
1000 ft

Phase 2 Trail Alignment

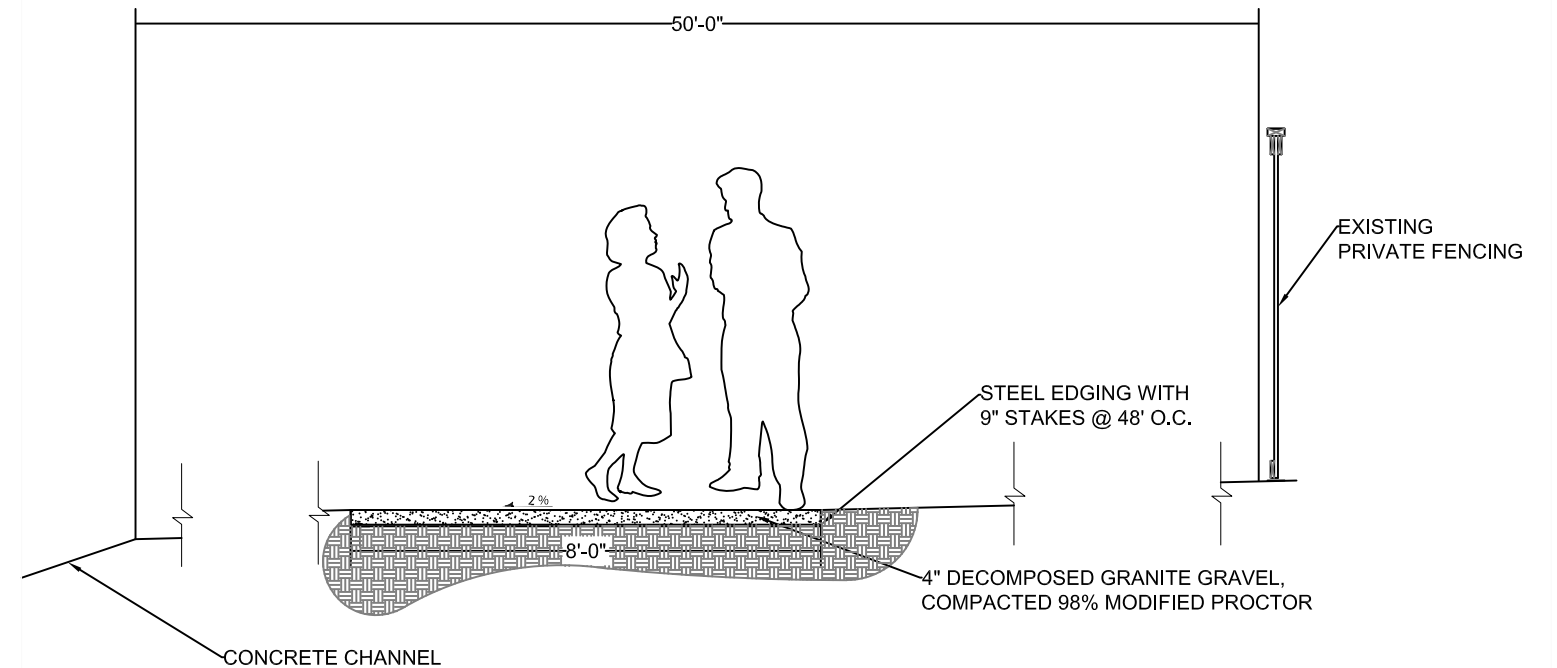
Deer Park Hike and Bike Trail Feasibility Study



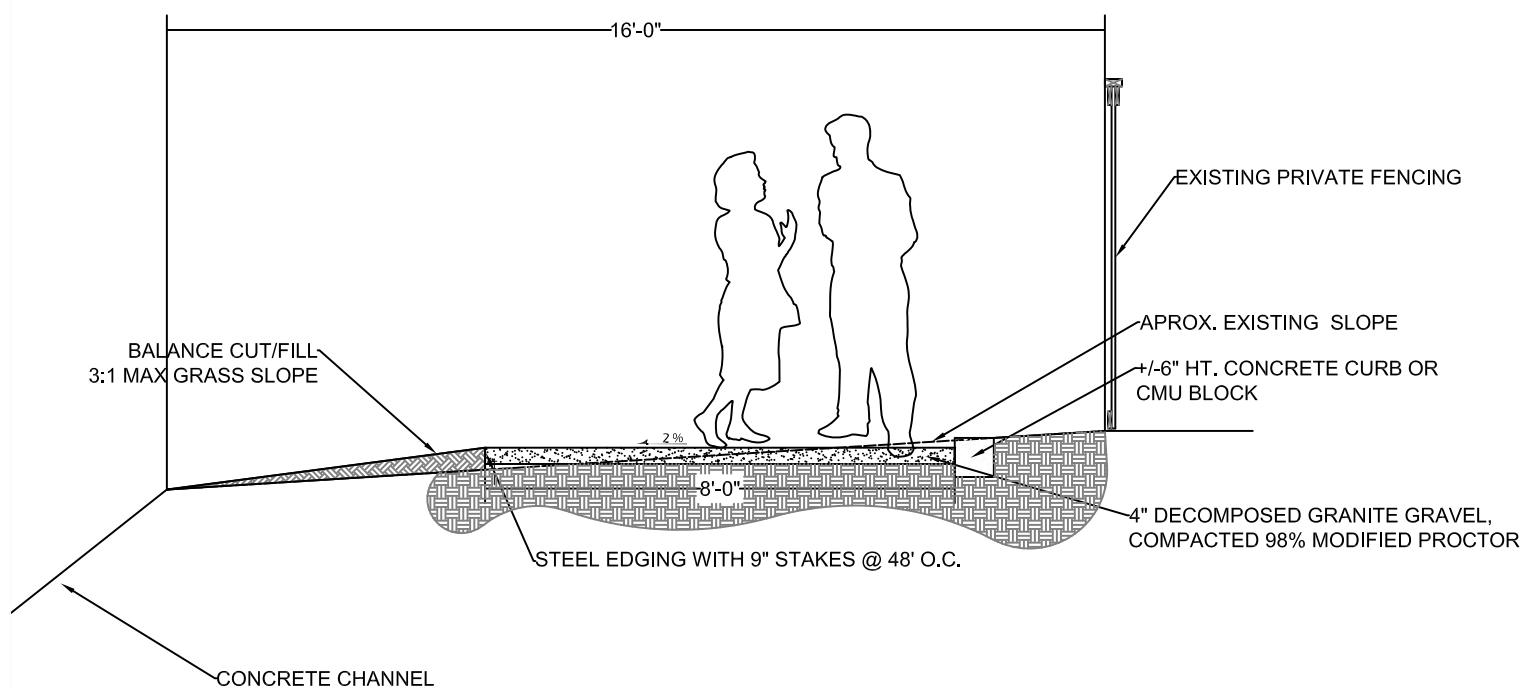




TYPICAL TRAIL CROSS SECTION A
N.T.S.



TYPICAL TRAIL CROSS SECTION C
N.T.S.



TYPICAL TRAIL CROSS SECTION B
N.T.S.

Preliminary Statement of Probable Costs
Deer Park Hike and Bike Trail Feasibility Study

Phase 1						
Item	Unit	Length (ft)	Width (ft)	Area (ft)	Unit Cost(\$)	Total Base Cost
Decomposed Granite Trail	lf	5,477.5	8	43,820	\$ 4.00	\$ 175,280
Drainage Culverts (6x12')	ea	8.0			\$ 250.00	\$ 2,000
Concrete Curbs (6-8" ht)	lf	540.0			\$ 20.00	\$ 10,800
Concrete Curbs (12-18" ht)	lf	1,800.0			\$ 30.00	\$ 54,000
Demolition	allow	5,000.0				\$ 5,000
Wheelchair Ramps	ea	2.0			\$ 1,500	\$ 3,000
Crosswalk Striping	ea	1			500	500
Base Construction Cost						\$ 250,580
General Conditions, Contingency and G.C. Markup						
5% Contingency						\$ 12,529
25% G.C. Markup, Overhead and Profit						\$ 62,645
Total Construction						\$ 325,754
Surveying (1%)						\$ 3,258
GeoTech (1%)						\$ 3,258
Professional Service Fees (9%)						\$ 29,318
Total Opinion of probable Costs						\$ 325,754

Phase 2						
Item	Unit	Quantity	Width (ft)	Area (ft)	Unit Cost(\$)	Total Base Cost
Decomposed Granite Trail	lf	4,965	8	39,720	\$ 4.00	\$ 158,880
Concrete Curbs (12-18" ht)	lf	1,800			\$ 30.00	\$ 54,000
Demolition	allow	5,000				\$ 5,000
Wheelchair Ramps	ea	4			\$ 1,500	\$ 6,000
Crosswalk Striping	ea	2			\$ 500	\$ 1,000
Base Construction Cost						\$224,880
General Conditions, Contingency and G.C. Markup						
5% Contingency						\$11,244
25% G.C. Markup, Overhead and Profit						\$56,220
Total Construction						\$292,344
Surveying (1%)						\$2,923
GeoTech (1%)						\$2,923
Professional Service Fees (9%)						\$26,311
Total Opinion of probable Costs						\$292,344

Phase 3						
Item	Unit	Quantity	Width (ft)	Area (ft)	Unit Cost(\$)	Total Base Cost
Decomposed Granite Trail	lf	7,023	8	56,184	\$ 4.00	\$ 224,736
Demolition	allow	5,000				\$ 5,000
Wheelchair Ramps	ea	7			\$ 1,500	\$ 10,500
Crosswalk Striping	ea	3			\$ 500	\$ 1,500
Base Construction Cost						\$241,736
General Conditions, Contingency and G.C. Markup						
5% Contingency						\$12,087
25% G.C. Markup, Overhead and Profit						\$60,434
Total Construction						\$314,257
Surveying (1%)						\$3,143
GeoTech (1%)						\$3,143
Professional Service Fees (9%)						\$28,283
Total Opinion of probable Costs						\$314,257

Phase 4						
Item	Unit	Quantity	Width (ft)	Area (ft)	Unit Cost(\$)	Total Base Cost
Decomposed Granite Trail	lf	7,077	8	56,616	\$ 4.00	\$ 226,464
Demolition	allow	5,000				\$ 5,000
Wheelchair Ramps	ea	4			\$ 1,500	\$ 6,000
Crosswalk Striping	ea	2			\$ 500	\$ 1,000
Base Construction Cost						\$238,464
General Conditions, Contingency and G.C. Markup						
5% Contingency						\$11,923
25% G.C. Markup, Overhead and Profit						\$59,616
Total Construction						\$310,003
Surveying (1%)						\$3,100
GeoTech (1%)						\$3,100
Professional Service Fees (9%)						\$27,900
Total Opinion of probable Costs						\$310,003

Burditt Consultants has no control over the cost of labor, materials, equipment, or services furnished by others, or over the Contractor's methods of determining prices, or over competitive bidding or market conditions. Burditt Consultants cannot and does not guarantee that proposals, bids or actual construction will not vary from opinion of probable costs.



Legislation Details (With Text)

File #: BUD 19-011 **Version:** 1 **Name:**
Type: Budget **Status:** Agenda Ready
File created: 7/11/2019 **In control:** Deer Park Community Development Corporation
On agenda: 7/22/2019 **Final action:**

Title: Consideration of and action on approving the Fiscal Year 2019-2020 Deer Park Community Development Corporation Budget and submission to City Council.

Sponsors:

Indexes:

Code sections:

Attachments: [DPCDC Proposed 19-20 07.22.19](#)

Date	Ver.	Action By	Action	Result
7/22/2019	1	Deer Park Community Development Corporation		

Consideration of and action on approving the Fiscal Year 2019-2020 Deer Park Community Development Corporation Budget and submission to City Council.

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. A preliminary budget for the DPCDC for Fiscal Year 2019-2020 was presented for discussion at the April 22, 2019 Board meeting.

The City Council is scheduled to adopt the DPCDC budget at the August 20, 2019 City Council meeting (note: the final Fiscal Year 2019-2020 City Budget, which incorporates all funds and component units of the City, is scheduled for adoption on September 17, 2019).

This item is for the Board of Directors to consider and take action on approving the Fiscal Year 2019-2020 Deer Park Community Development Corporation Budget. The final proposed budget did not change from the preliminary budget presented and discussed at the April 22, 2019 Board meeting. The final proposed Fiscal Year 2019-2020 budget for the DPCDC includes total revenues of \$3,004,000 (tax revenue and investment revenue) and total expenditures of \$1,959,349 (services, supplies, and operating transfers to the City). The operating transfers are primarily to pay for the debt service costs on the bonds funding the approved Type B capital projects, including estimated issuance and debt service costs for the final debt issuance of \$5,850,000 planned in 2020. These transfers also include pay-as-you-go funding for approved capital projects.

Fiscal/Budgetary Impact:

The proposed budget includes all anticipated revenues to be derived in Fiscal Year 2019-2020 from

the ½% Type B sales and use tax and all proposed expenditures for the fiscal year.

Approve the Fiscal Year 2019-2020 Budget and submit to City Council.

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	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	<u>\$ 3,315,538</u>	<u>\$ 2,801,100</u>	<u>\$ 3,005,000</u>	<u>\$ 3,004,000</u>

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

DESCRIPTION	ACTUAL 17-18	BUDGET 18-19	ESTIMATED 18-19	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>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>
Prior Year Revenue	<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>

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	PROPOSED 19-20
Services	\$ 2,000	\$ 4,400	\$ 2,000	\$ 4,400
Supplies	-	2,400	-	3,500
Other Operating Expenditures	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

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	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	<u>2,000</u>	<u>4,400</u>	<u>2,000</u>	<u>4,400</u>
<u>4300 SUPPLIES</u>				
4301 Office Supplies	-	100	-	100
4305 Printing	-	2,200	-	3,300
4307 Postage	-	100	-	100
Total Supplies	<u>-</u>	<u>2,400</u>	<u>-</u>	<u>3,500</u>
<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	<u>2,775,838</u>	<u>1,525,126</u>	<u>1,240,476</u>	<u>1,951,449</u>
TOTAL EXPENDITURES	<u>\$ 2,777,838</u>	<u>\$ 1,531,926</u>	<u>\$ 1,242,476</u>	<u>\$ 1,959,349</u>

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

DESCRIPTION		PROPOSED 19-20												
<u>4200 Services</u>														
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												
<u>4300 Supplies</u>														
4301 Office Supplies	Estimate for miscellaneous office supplies	100												
4305 Printing	Estimate for miscellaneous printing (\$100); two (2) project renderings (\$3,200)	3,300												
4307 Postage	Estimate for miscellaneous correspondence	100												
<u>4500 Other Operating Transfers</u>														
4525 Other Bond Related Fees	Estimated issuance costs - Proposed Series 2020:													
	Est. Issuance Costs (@ 2% PAR) 117,000	118,000												
	Est. Paying Agent Fees 1,000													
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:	1,308,449												
	<table><tr><td></td><td><u>Series 2016</u></td><td><u>Series 2017</u></td><td><u>Series 2020</u> (Proposed)</td></tr><tr><td>Principal</td><td>680,000</td><td>425,000</td><td>-</td></tr><tr><td>Interest</td><td>73,856</td><td>37,942</td><td>91,651</td></tr></table>		<u>Series 2016</u>	<u>Series 2017</u>	<u>Series 2020</u> (Proposed)	Principal	680,000	425,000	-	Interest	73,856	37,942	91,651	
	<u>Series 2016</u>	<u>Series 2017</u>	<u>Series 2020</u> (Proposed)											
Principal	680,000	425,000	-											
Interest	73,856	37,942	91,651											
	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 2019 estimates as follows:	525,000												
	Hike & Bike Trails 525,000 (architectural design & construction)													

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

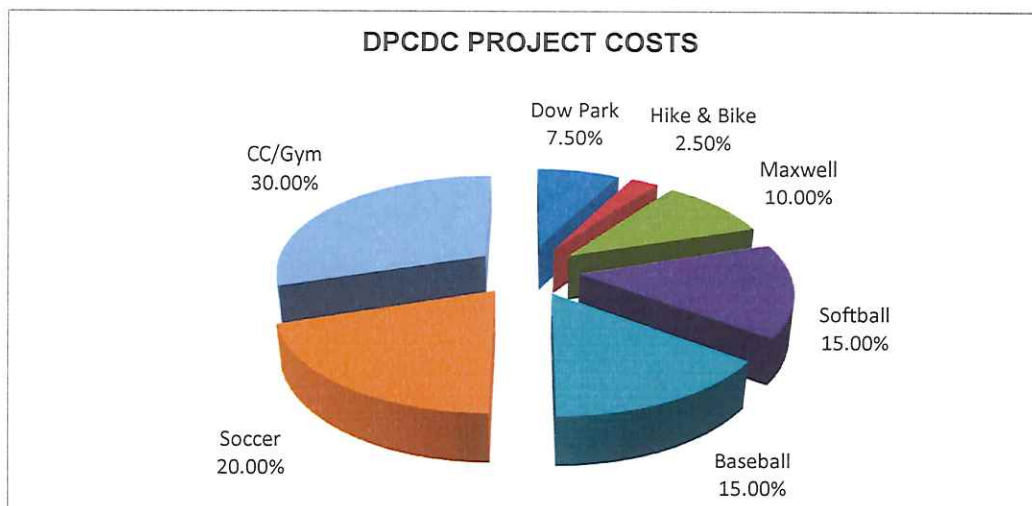
On May 9, 2015, the voters approved a dedicated 0.50% sales tax for the following projects, the costs of which were enumerated in the Proposition in an amount not exceed \$20,000,000. This amount is for the construction, renovation, acquisition, equipment and improvement of the projects and is exclusive 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>\$</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</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>	
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>\$ 2,220,000.00</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%	1,350,000.00	20,250.00	-	1,370,250.00
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 debt issuance 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 19-094 **Version:** 1 **Name:**

Type: Discussion **Status:** Agenda Ready

File created: 7/19/2019 **In control:** Deer Park Community Development Corporation

On agenda: 7/22/2019 **Final action:**

Title: Announcement of date and time of the next DPCDC regular board meeting: October 28, 2019 at 5:30 pm.

Sponsors:

Indexes:

Code sections:

Attachments:

Date	Ver.	Action By	Action	Result
7/22/2019	1	Deer Park Community Development Corporation		

Announcement of date and time of the next DPCDC regular board meeting: October 28, 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 October 28, 2019 at 5:30 pm.

Fiscal/Budgetary Impact:

n/a

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