

**CITY OF DEER PARK
JULY 27, 2020 - 5:30 PM
DEER PARK COMMUNITY
DEVELOPMENT CORPORATION
MEETING - FINAL**

Georgette Ford, President
Laura Hicks, Vice President
Faylene DeFrancis
Eric Ripley



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

Les Ellard
Jeff Lawther
Doug Burgess

In order to help prevent the spread of the virus that causes COVID-19, the City of Deer Park is asking members of the public attending the City Council meeting to:

- 1. Maintain at least 6 feet separation from other individuals.*
- 2. Self-screen before going into the meeting for any of the following new or worsening signs or symptoms of possible COVID-19: (Cough, Shortness of breath or difficulty breathing, Chills, Repeated shaking with chills, Muscle pain, Headache, Sore throat, Loss of taste or smell, Diarrhea, Feeling feverish or a measured temperature greater than or equal to 100.0 degrees Fahrenheit, Known close contact with a person who is lab confirmed to have COVID-19, Wash or disinfect hands upon entering the building and after any interaction with others in the building.*
- 3. Consider wearing cloth face coverings (over the nose and mouth) when entering the building, or when within 6 feet of another person who is not a member of the individual's household.*

The City of Deer Park will be limiting attendance in the Council Chambers to fifty percent (50%) of the total listed occupancy of room capacity during this meeting.

CALL TO ORDER

COMMENTS FROM AUDIENCE

1. Approval of minutes of regular meeting on May 26, 2020.

[MIN 20-089](#)

Recommended Action: Approval

Attachments: [CDC MR 52620](#)

NEW BUSINESS

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.

2. Consideration of and possible action on the quarterly report for the period of April 1, 2020 - June 30, 2020. [RPT 20-031](#)

Recommended Action: Approve the quarterly report for the period of April 1, 2020 - June 30, 2020 and authorize submission to the City Council.

Department: City Manager's Office

Attachments: [Qtr Report - F20 Q3 06.30.20 cumulative](#)

3. Discussion of issues relating to the status of DPCDC projects for the period of April 1 2020 - June 30, 2020. [RPT 20-030](#)

Recommended Action: Receive and discuss the report.

Attachments: [Deer Park CDC Project Update 072720](#)

4. Consideration of and action on approving the Fiscal Year 2020-2021 Deer Park Community Development Corporation Budget and submission to City Council. [BUD 20-010](#)

Recommended Action: Approve the Fiscal Year 2020-2021 Budget and submit to City Council.

Attachments: [DPCDC - Proposed FY20-21 07.27.20](#)

ADJOURN

Shannon Bennett, TRMC
City Secretary

Posted on Bulletin Board
July 24, 2020

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

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 20-089 **Version:** 1 **Name:**

Type: Minutes **Status:** Agenda Ready

File created: 7/22/2020 **In control:** Deer Park Community Development Corporation

On agenda: 7/27/2020 **Final action:**

Title: Approval of minutes of regular meeting on May 26, 2020.

Sponsors:

Indexes:

Code sections:

Attachments: [CDC_MR_52620](#)

Date	Ver.	Action By	Action	Result
7/27/2020	1	Deer Park Community Development Corporation		

Approval of minutes of regular meeting on May 26, 2020.

Summary:

Fiscal/Budgetary Impact:

None

Approval

CITY OF DEER PARK

CDC 1-229

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, MAY 26, 2020 AT 5:30 P.M., WITH THE FOLLOWING MEMBERS PRESENT:

GEORGETTE FORD	PRESIDENT
ERIC RIPLEY	MEMBER
JEFF LAWThER	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 Georgette Ford called the meeting to order at 5:30 p.m.
2. COMMENTS FROM AUDIENCE – No comments received.
3. APPROVAL OF MINUTES OF REGULAR MEETING ON JANUARY 27, 2020 – Motion was made by Doug Burgess and seconded by Laura Hicks to approve the minutes of regular meeting held on January 27, 2020. Motion carried unanimously.
4. CONSIDERATION OF AND POSSIBLE ACTION ON THE QUARTERLY REPORT FOR THE PERIOD OF JANUARY 1, 2020 - MARCH 31, 2020 – Motion was made by Eric Ripley and seconded by Jeff Lawther to approve the quarterly report for the period of January 1, 2020 - March 31, 2020. Motion carried unanimously.

5. DISCUSSION OF ISSUES RELATING TO THE STATUS OF DPCDC PROJECTS FOR THE PERIOD OF JANUARY 2020 - MARCH 2020 – Parks and Recreation Director Charlie Sandberg gave an overview of the projects to include Dow Park Pavilion, Girls Softball and Soccer Complex, Community Center, Hike and Bike Trails, and Spencerview Athletic Complex. (Exhibit A1-A4)

President Georgette Ford asked, “Are there plans to put the Community Center on the November 3, 2020 ballot?”

Assistant City Manager Gary Jackson responded, “The election was rescheduled to November 3, 2020 and the Community Center is currently on the ballot.”

Jeff Lawther asked, “If the election doesn’t pass, would we just have additional money we can’t spend?”

Mr. Jackson responded, “We would be able to pay off bond debt earlier.”

Ms. Ford asked, “If it is open ended, can that money be spent on anything or does the verbiage have to be put in there a specific way since this money is from before?”

Mr. Jackson responded, “Anything that is in the ballot that the voters approve, can be spent.”

6. DISCUSSION OF ISSUES RELATING TO THE PRELIMINARY FY 2020-2021 DPCDC BUDGET – Finance Director Donna Todd gave an overview of the preliminary FY 2020-2021 DPCDC Budget to include the total revenues of \$2,702,500, that represent estimated sales tax revenue and investment earnings. These estimates are based on anticipated revenue reductions resulting from the economic impact of COVID-19. March sales tax collections reflect the beginning of the pandemic effect and were down 9.7 percent from February. It is completely unknown how the COVID-19 will impact the new fiscal year. (B1-B6)

Ms. Todd commented, “Along with a list of projects that were approved, the funding sources which are 18 million dollars of debt and 2 million dollars of “pay as you go” and the allocation of the 20 million by project. The way this was written with the original voter approved language is why you can’t, as Mr. Jackson has explained, take these extra earnings and do any additional projects because the voters were very specific in how this was done by project.”

7. ANNOUNCEMENT OF DATE AND TIME FOR THE NEXT REGULAR DEER PARK COMMUNITY DEVELOPMENT CORPORATION BOARD MEETING – President Ford announced the next regular DPCDC meeting on Monday July 27, 2020 at 5:30 p.m.

8. ADJOURN – President Georgette Ford adjourned the meeting at 6:05 p.m.

ATTEST:

APPROVED:

Shannon Bennett
Board Secretary

Georgette Ford, President
Deer Park Community Development Corporation



Legislation Details (With Text)

File #: RPT 20-031 **Version:** 1 **Name:**

Type: Report **Status:** Agenda Ready

File created: 7/22/2020 **In control:** Deer Park Community Development Corporation

On agenda: 7/27/2020 **Final action:**

Title: Consideration of and possible action on the quarterly report for the period of April 1, 2020 - June 30, 2020.

Sponsors: City Manager's Office

Indexes:

Code sections:

Attachments: [Qtr Report - F20 Q3 06.30.20 cumulative](#)

Date	Ver.	Action By	Action	Result
7/27/2020	1	Deer Park Community Development Corporation		

Consideration of and possible action on the quarterly report for the period of April 1, 2020 - June 30, 2020.

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, 2020 - June 30, 2020 has been prepared for the Board's consideration and possible action.

Fiscal/Budgetary Impact:

N/A

Approve the quarterly report for the period of April 1, 2020 - June 30, 2020 and authorize submission to the City Council.

Deer Park Community Development Corporation

Quarterly Report: April 1, 2020 – June 30, 2020

Meetings Conducted and Activities

May 13 – Conference call to discuss items related to the Spencerview Bridge Project – City Staff/CobbFendley

May 19 – Staff work on DPCDC Granicus Items

May 23 – Cobb Fendley Authorizations for Professional Services Signed for Spencer View Bridge.

May 26 - Rescheduled (April 27, 2020) quarterly meeting of the Deer Park Community Development Corporation – City staff/CDC

May 27 – Meeting to discuss items related to the Hike and Bike Trail project. – City staff/Burditt

June 1 – Meeting to discuss Cobb Fendley proposal for the Spencerview Bridge project. – City staff

June 2 – City Council Acceptance of the DPCDC Quarterly Report for January thru March 2020.

June 18 - Meeting to discuss items related to the Hike and Bike Trail project. – City staff/Burditt

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 (12/31/19) = \$328,075.04

2Q (03/31/20) = \$892,983.93

3Q (06/30/20) = \$938,226.43

Total Fiscal YTD = \$2,159,285.40

- Investment Revenue:

1Q (12/31/19) = \$866.36

2Q (03/31/20) = \$850.10

3Q (06/30/20) = \$807.20

Total Fiscal YTD = \$2,523.66

- ***Total Fiscal YTD Revenues as of 06/30/20: \$2,161,809.06 (preliminary and unaudited)***

Expenditures:

- Audit Fee:

3Q (06/30/20) = \$2,000.00

Total Fiscal YTD = \$2,000.00

- Operating Transfer – Debt Service:

3Q (06/30/20) = \$1,165,609.75

Total Fiscal YTD = \$1,167,609.75

- ***Total Fiscal YTD Expenditures as of 06/30/20: \$1,167,609.75 (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 (12/31/19) = \$1,196.14

2Q (03/31/20) = \$ 951.08

3Q (06/30/20) = \$ 214.40

Total Fiscal YTD = \$2,361.62

- **Total Fiscal YTD Revenues as of 06/30/20: \$2,361.62 (preliminary and unaudited)**

Expenditures:

- Consulting Architect Fee

1Q (12/31/19) = \$5,000.00

- Community Center = \$5,000.00

2Q (03/31/20) = \$32,062.08

- Hike & Bike = \$10,050.00 *
- Community Center = \$22,012.08

3Q (06/30/20) = \$24,817.50

- Hike & Bike = \$15,517.50 *
- DP Baseball = \$9,300.00

Total Fiscal YTD = \$61,879.58

- **Total Fiscal YTD Expenditures as of 06/30/20: \$61,879.58 (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

Deer Park Community Development Corporation

Quarterly Report: January 1, 2020 – March 31, 2020

Meetings Conducted and Activities

January 7 – Conference call to discuss items related to the Community Center Project – City Staff/BSW

January 27 - Meeting with staff to discuss items related to the Dow Park Pavilion project – City Staff

January 27 - Regular quarterly meeting of the Deer Park Community Development Corporation – City staff/CDC

February 4 - Conference call to discuss items related to the Community Center Project – City Staff/BSW

February 4 - City Council Workshop to discuss items related to a possible Type B election for May 2, 2020 – City Council/ City Staff/BSW

February 4 – City Council acceptance of completion of project and release of retainage to Tandem Services, LLC. For the Dow Park Soccer Complex. – City Council/ City Staff

February 4 - Acceptance of the DPCDC Quarterly Report for October 1 – December 31, 2019 on the regular City Council agenda – City Council/City Staff

February 4 - Consideration of and action on an ordinance calling for a special election on May 2, 2020 for a Type B economic development sales and use tax. – City Council/City Staff

February 11 – Staff meeting to discuss educational material related to the Type B election. – City Staff

February 18 – Staff meeting to discuss educational material distribution to the community for Type B election. – City Staff

February 28 – Conference call to discuss items related to the Community Center Project – City Staff/BSW

March 2 – Hike and Bike trail committee meeting – City staff/ Burditt

March 4 – Presentation of educational material related Type B election to the Deer Park Soccer FC board. – City Staff/DPSFC

March 17 - Meeting with staff to discuss items related to the Dow Park Pavilion project – City Staff

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 (12/31/19) = \$328,075.04
2Q (03/31/20) = \$892,983.93

Total Fiscal YTD = \$1,221,058.97
- Investment Revenue:
1Q (12/31/19) = \$866.36
2Q (03/31/20) = \$850.10

Total Fiscal YTD = \$1,716.46
- ***Total Fiscal YTD Revenues as of 03/31/20: \$1,222,775.43 (preliminary and unaudited)***

Expenditures:

- ***Total Fiscal YTD Expenditures as of 03/31/20: \$0.00 (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 (12/31/19) = \$1,196.14
2Q (03/31/20) = \$ 951.08

Total Fiscal YTD = \$2,147.22

- ***Total Fiscal YTD Revenues as of 03/31/20: \$2,147.22 (preliminary and unaudited)***

Expenditures:

- Consulting Architect Fee

1Q (12/31/19) = \$5,000.00

- Community Center = \$5,000.00

2Q (03/31/20) = \$32,062.08

- Hike & Bike = \$10,050.00 *
- Community Center = \$22,012.08

Total Fiscal YTD = \$37,062.08

- ***Total Fiscal YTD Expenditures as of 03/31/20: \$37,062.08 (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

Deer Park Community Development Corporation
Quarterly Report: October 1, 2019 – December 31, 2019

Meetings Conducted and Activities

October 15 – Consideration of an action on appointing four members to the DPCDC on the regular City Council agenda – City Council/City staff

October 16 – Meeting with City Staff to begin looking at options for additional parking at the Deer Park Soccer Complex and Girls Softball Complex – City staff

October 16 – Meeting to discuss items related to the Community Center Project – City staff/BSW

October 23 – Meeting with Halff to discuss current status of hydromulched fields at Deer Park Soccer Complex – City Staff/Halff

October 25 – Meeting with City staff to discuss possible designs and requirements for additional parking at Deer Park Soccer, Girls Softball, and Spencerview Athletic Complexes – City Staff

October 28 – Regular quarterly meeting of the Deer Park Community Development Corporation – City staff/CDC

November 5 – Acceptance of the DPCDC Quarterly Report for July 1 – September 30, 2019 on the regular City Council agenda – City Council/City Staff

November 5 - Consideration of and action on Agreement with Burditt Consultants for Professional Services Development of Construction and Design Services of Phase 1 Hike and Bike Trails on regular City Council agenda – City Council/City Staff

November 6 – Conference call to discuss items related to the Community Center Project – City Staff/BSW

November 11 – Meeting to discuss items related to the Community Center Presentation – City staff/BSW

November 11 – Joint workshop for the City Council, Deer Park Community Development Corp., Parks and Recreation Commission to discuss items related to Community Center project. – CC/DPCDC/PARC/City Staff/BSW

November 12 – Conference Call to discuss items related to the Deer Park Soccer Complex – City Staff/Halff

November 18 – Meeting with City staff to update information on the DPCDC web pages. – City Staff

November 21 – Meeting with Burditt Consultants to discuss construction phase of architectural services for the Hike and Bike Trails – Burditt/City Staff

November 25 – Meeting with construction expert for items related to the Dow Park Pavilion project – City Staff/Construction expert

December 4 – Meeting to discuss parking requirements for the Deer Park Community Center – City Staff

December 4 – Staff meeting concerning Hike and Bike Trail and proposed pipeline easement – City Staff

December 4 – Conference call concerning Community Center Presentation – BSW/City Staff

December 27 – Site visit of bridge in Pasadena as potential design for Spencerview Bridge Project – City Staff

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 (12/31/19) = \$292,656.97

Total Fiscal YTD = \$292,656.97

- Investment Revenue:

1Q (12/31/19) = \$866.36

Total Fiscal YTD = \$866.36

- ***Total Fiscal YTD Revenues as of 12/31/19: \$293,523.33 (preliminary and unaudited)***

Expenditures:

- ***Total Fiscal YTD Expenditures as of 12/31/19: \$0.00 (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 (12/31/19) = \$1,196.14

Total Fiscal YTD = \$1,196.14

- ***Total Fiscal YTD Revenues as of 12/31/19: \$1,196.14 (preliminary and unaudited)***

Expenditures:

- Consulting Architect Fee

1Q (12/31/19) = \$5,000.00

- Community Center = \$5,000.00

Total Fiscal YTD = \$5,000.00

- ***Total Fiscal YTD Expenditures as of 12/31/19: \$5,000.00 (preliminary and unaudited)***

Additional Funding

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

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

Total Budget Amendments = \$1,199,485.00



Legislation Details (With Text)

File #: RPT 20-030 **Version:** 1 **Name:**
Type: Report **Status:** Agenda Ready
File created: 7/21/2020 **In control:** Deer Park Community Development Corporation
On agenda: 7/27/2020 **Final action:**
Title: Discussion of issues relating to the status of DPCDC projects for the period of April 1 2020 - June 30, 2020.
Sponsors:
Indexes:
Code sections:
Attachments: [Deer Park CDC Project Update 072720](#)

Date	Ver.	Action By	Action	Result
7/27/2020	1	Deer Park Community Development Corporation		

Discussion of issues relating to the status of DPCDC projects for the period of April 1 2020 - June 30, 2020.

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 2020 – June 2020

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.

- [COVID-19 Pandemic has pushed the Court Date between the City and the South Pool and Spa to a later time](#)

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.

- Project dedication plaque installed and in the building.
- Maxwell Adult Center Canopy installation was completed.

Girls Softball Complex - This project was identified as one of seven approved projects in the 2015 Type B dedicated sales tax election that was voted for by Deer Park residents. This project is funded by \$3 million from Type B sales tax. The City selected Tandem Services as the general contractor and Halff Associates as the architect for this project. Construction began in January 2018. The project was completed on August 20, 2019. [Currently, evaluating options for the addition of future parking at the complex.](#)

- [Staff has been working with Tandem and Halff on an Irrigation Issue](#)
- [Fall/Winter Staff to address some Drainage Items](#)

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 was completed on February 4, 2020.

- [Currently evaluating options for the addition of future parking at the complex.](#)
- [Staff working with Tandem and Halff with an electrical issue](#)
- [Staff working with Tandem and Halff with an Irrigation Issue](#)

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, Wington has architectural firm for consulting and design of the potential renovations and expansion of the Deer Park Community Center.
- City staff visited 5 Houston area recreation centers to begin researching facility design and trends.
 - December 13 – Eagle Pointe, Imperial Recreation Center, Pearland Recreation Center
 - December 20 – C.K. Ray Recreation Center and West University Place Recreation Center
- January 14 - City staff visited 4 DFW area recreation centers to continue researching facility design and trends.
 - Richardson Heights Center, Farmers Branch Aquatics and Recreation Centers, Keller Pointe Recreation Center, The Link (Richland Hills) Recreation Center
- January 28 – Joint meeting of the City Council/Deer Park Community Development Corp. Parks and Recreation Commission to discuss items related to the Community Center Renovations.
- February 25 – Joint meeting of the City Council/Deer Park Community Development Corp. Parks and Recreation Commission to discuss items related to the Community Center Renovations
- March 25 – Joint meeting postponed due to incident related to International Terminals Company Incident.
- April 22 – Joint meeting of the City Council/Deer Park Community Development Corp. Parks and Recreation Commission to discuss items related to the Community Center Renovations
- September 23 - Joint meeting of the City Council/Deer Park Community Development Corp. Parks and Recreation Commission to discuss items related to the Community Center Renovations
- November 11 - Joint meeting of the City Council/Deer Park Community Development Corp. Parks and Recreation Commission to discuss items related to the Community Center Renovations
- Continued discussions with BSW regarding design and cost for future Community and Recreation Center Complex.
- Staff discussed issues related to a possible Type B election for May 2, 2020 at the February 4, 2020 City Council workshop.
- City Council approved an ordinance calling for a special election on May 2, 2020 for a Type B economic development sales and use tax during the City Council regular meeting.
- [Due to the COvid-19 Pandemic City Council approved on April 3, 2020 at City Council meeting postponing the May Special Election for Type B Economic Development Sales and Use Tax Proposition.](#)
- [Joint meeting scheduled on July 27, 2020 to discuss the November 2020 proposed Type B Election.](#)

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

- Limited discussions with staff have taken place.

- City staff met with Burditt Consultants for potential design of the Hike and Bike Trails comprehensive plan.
- Enter into agreement with Burditt Consultants, LLC. for professional services for the development of the Type B Hike and Bike trails.
- April 3 – Kick off committee meeting to discuss the Hike and Bike trails project design.
- May 16 - Meeting with Harris County Flood Control District to discuss potential Hike and Bike trail access.
- July 10 – Committee meeting to discuss the Hike and Bike trails project and several phase options during the design.
- September 11 – Committee meeting to discuss the finalization of the final design for the conceptual Hike and Bike Trail plan.
- Construction plans are currently at 30% completed.
- Staff has submitted an application to Center Point Energy for access through an energy easement.
- Staff is anticipating completing the design in the fall of 2020.
- [Staff has entered into an Agreement with Midtown Engineering to develop a concept for safety in crossing a street that is part of Trail design. This study will take approximately one month to complete.](#)

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 Spencer view Bridge project
- [City staff currently working with HCFCD on the Spencer view Bridge access and design.](#)
- [City staff has contracted with Cobb Findley to assist with easement issues related to the access and design of the Spencer view Bridge.](#)
- [City Staff with the Cobb Fendley Agreement will gain data to present the Harris County Flood Control District to install a Bridge across the Spencer view Complex into park property. The data received will be structural design and detail of abutment substructure, civil design for approach trails, preparation of construction documents, project management, geotechnical report with borings and testing.](#)



Legislation Details (With Text)

File #: BUD 20-010 **Version:** 1 **Name:**
Type: Budget **Status:** Agenda Ready
File created: 7/20/2020 **In control:** Deer Park Community Development Corporation
On agenda: 7/27/2020 **Final action:**
Title: Consideration of and action on approving the Fiscal Year 2020-2021 Deer Park Community Development Corporation Budget and submission to City Council.
Sponsors:
Indexes:
Code sections:
Attachments: [DPCDC - Proposed FY20-21 07.27.20](#)

Date	Ver.	Action By	Action	Result
7/27/2020	1	Deer Park Community Development Corporation		

Consideration of and action on approving the Fiscal Year 2020-2021 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 2020-2021 was presented for discussion at the May 26, 2020 Board meeting.

The City Council is scheduled to adopt the DPCDC budget at the August 18, 2020 City Council meeting (note: the final Fiscal Year 2020-2021 City Budget, which incorporates all funds and component units of the City, is scheduled for adoption on September 15, 2020).

This item is for the Board of Directors to consider and take action on approving the Fiscal Year 2020-2021 Deer Park Community Development Corporation Budget. The final proposed budget did not change from the preliminary budget presented and discussed at the May 26, 2020 Board meeting. The final proposed Fiscal Year 2020-2021 budget for the DPCDC includes total revenues of \$2,702,500 (tax revenue and investment revenue) and total expenditures of \$1,909,430 (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 2021. 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 2020-2021 from

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

Approve the Fiscal Year 2020-2021 Budget and submit to City Council.

CITY OF DEER PARK
2020-2021 ANNUAL BUDGET
DEER PARK COMMUNITY DEVELOPMENT CORPORATION (DPCDC)

REVENUE SUMMARY

DESCRIPTION	ACTUAL 18-19	BUDGET 19-20	ESTIMATED 19-20	PROJECTED 20-21
Tax Revenue	\$ 3,616,248	\$ 3,000,000	\$ 3,100,000	\$ 2,700,000
Other Revenue	5,423	4,000	2,900	2,500
Prior Year Revenue	-	-	-	-
Total Revenue	\$ 3,621,671	\$ 3,004,000	\$ 3,102,900	\$ 2,702,500

CITY OF DEER PARK
2020-2021 ANNUAL BUDGET
DEER PARK COMMUNITY DEVELOPMENT CORPORATION (DPCDC)

DESCRIPTION	ACTUAL 18-19	BUDGET 19-20	ESTIMATED 19-20	PROJECTED 20-21
<u>3100 TAX REVENUE</u>				
3120 Sales Tax Revenue	\$ 3,616,248	\$ 3,000,000	\$ 3,100,000	\$ 2,700,000
Total Tax Revenue	<u>3,616,248</u>	<u>3,000,000</u>	<u>3,100,000</u>	<u>2,700,000</u>
<u>3600 OTHER REVENUE</u>				
3620 Investment Revenue	5,423	4,000	2,900	2,500
Total Other Revenue	<u>5,423</u>	<u>4,000</u>	<u>2,900</u>	<u>2,500</u>
Prior Year Revenue	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
TOTAL REVENUE	<u>\$ 3,621,671</u>	<u>\$ 3,004,000</u>	<u>\$ 3,102,900</u>	<u>\$ 2,702,500</u>

**CITY OF DEER PARK
2020-2021 ANNUAL BUDGET
DEER PARK COMMUNITY DEVELOPMENT CORPORATION (DPCDC)**

EXPENDITURE SUMMARY

DESCRIPTION	ACTUAL 18-19	BUDGET 19-20	ESTIMATED 19-20	PROPOSED 20-21
Services	\$ 2,000	\$ 4,400	\$ 2,400	\$ 3,500
Supplies	-	3,500	1,700	3,500
Other Operating Expenditures	<u>1,215,475</u>	<u>1,951,449</u>	<u>1,241,798</u>	<u>1,902,430</u>
Total Expenditures	<u>\$ 1,217,475</u>	<u>\$ 1,959,349</u>	<u>\$ 1,245,898</u>	<u>\$ 1,909,430</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
2020-2021 ANNUAL BUDGET
DEER PARK COMMUNITY DEVELOPMENT CORPORATION (DPCDC)**

DESCRIPTION	ACTUAL 18-19	BUDGET 19-20	ESTIMATED 19-20	PROPOSED 20-21
<u>4200 SERVICES</u>				
4201 Public Notices	\$ -	\$ 1,900	\$ 400	\$ 1,000
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>2,400</u>	<u>3,500</u>
<u>4300 SUPPLIES</u>				
4301 Office Supplies	-	100	100	100
4305 Printing	-	3,300	1,500	3,300
4307 Postage	-	100	100	100
Total Supplies	<u>-</u>	<u>3,500</u>	<u>1,700</u>	<u>3,500</u>
<u>4500 OTHER OPERATING EXP.</u>				
4525 Other Bond Related Fees	-	118,000	-	118,000
4530 Operating Transfers	1,215,475	1,308,449	1,216,798	1,309,430
4591 Pay-As-You-Go	-	525,000	25,000	475,000
Total Operating Transfers	<u>1,215,475</u>	<u>1,951,449</u>	<u>1,241,798</u>	<u>1,902,430</u>
 TOTAL EXPENDITURES	 <u>\$ 1,217,475</u>	 <u>\$ 1,959,349</u>	 <u>\$ 1,245,898</u>	 <u>\$ 1,909,430</u>

**CITY OF DEER PARK
2020-2021 ANNUAL BUDGET
DEER PARK COMMUNITY DEVELOPMENT CORPORATION (DPCDC)**

DESCRIPTION		PROPOSED 20-21												
<u>4200 Services</u>														
4201 Public Notices	Estimate for two public hearings (\$100); bid notice (\$1,600); miscellaneous other (\$200)	\$ 1,000												
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 2021: Issuance Costs (@ 2% PAR) 117,000 Paying Agent Fees 1,000	118,000												
4530 Operating Transfers	Transfer to the City for debt service payments as follows related to debt issued to fund projects approved in the 2015 election to adopt the Type B sales and use tax: <table><tr><td></td><td><u>Series 2016</u></td><td><u>Series 2017</u></td><td><u>Series 2020</u> (Proposed)</td></tr><tr><td>Principal</td><td>690,000</td><td>435,000</td><td>-</td></tr><tr><td>Interest</td><td>62,964</td><td>29,815</td><td>91,651</td></tr></table> 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: Hike & Bike Trails (construction) 475,000		<u>Series 2016</u>	<u>Series 2017</u>	<u>Series 2020</u> (Proposed)	Principal	690,000	435,000	-	Interest	62,964	29,815	91,651	1,309,430
	<u>Series 2016</u>	<u>Series 2017</u>	<u>Series 2020</u> (Proposed)											
Principal	690,000	435,000	-											
Interest	62,964	29,815	91,651											

CITY OF DEER PARK
2020-2021 ANNUAL BUDGET
DEER PARK COMMUNITY DEVELOPMENT CORPORATION (DPCDC)
PROJECT COSTS APPROVED BY THE VOTERS

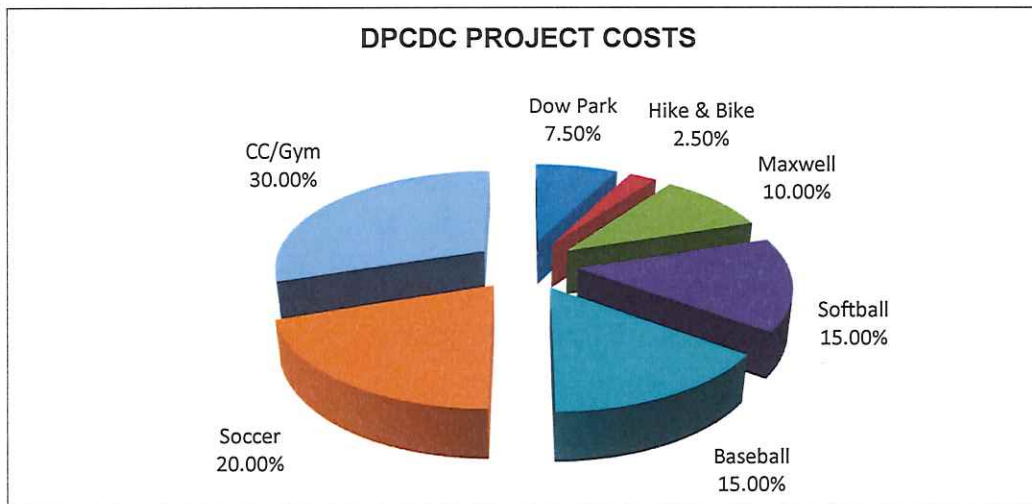
On May 9, 2015, the voters approved a dedicated 0.50% sales tax for the following projects, the costs of which were enumerated in the Proposition in an amount not exceed \$20,000,000. This amount is for the construction, renovation, acquisition, equipment and improvement of the projects and is exclusive 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%
Certificates of Obligation, Series 2017	2,700,000	13.50%
Proposed Certificates of Obligation, Series 2021	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>



CITY OF DEER PARK
2020-2021 ANNUAL BUDGET
DEER PARK COMMUNITY DEVELOPMENT CORPORATION (DPCDC)
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>	
2021	4.250%	\$ 690,000.00	\$ 34,224.75	\$ 28,739.25	\$ 752,964.00
2022	4.250%	700,000.00	28,739.25	23,174.25	751,913.50
2023	4.250%	710,000.00	23,174.25	17,529.75	750,704.00
2024	4.250%	725,000.00	17,529.75	11,766.00	754,295.75
2025	4.250%	735,000.00	11,766.00	5,922.75	752,688.75
2026	4.250%	<u>745,000.00</u>	<u>5,922.75</u>	<u>-</u>	<u>750,922.75</u>
TOTAL		<u>\$ 4,305,000.00</u>	<u>\$ 121,356.75</u>	<u>\$ 87,132.00</u>	<u>\$ 4,513,488.75</u>

CITY OF DEER PARK
2020-2021 ANNUAL BUDGET
DEER PARK COMMUNITY DEVELOPMENT CORPORATION (DPCDC)
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>	
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>\$ 1,795,000.00</u>	<u>\$ 42,808.50</u>	<u>\$ 25,845.75</u>	<u>\$ 1,863,654.25</u>

**CITY OF DEER PARK
2020-2021 ANNUAL BUDGET
DEER PARK COMMUNITY DEVELOPMENT CORPORATION (DPCDC)
ANNUAL DEBT SERVICE PAYMENTS**

PROPOSED CERTIFICATES OF OBLIGATION, SERIES 2021

(To be issued by the City of Deer Park)

\$5,850,000 dated February 18, 2021

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>	
2021	3.000%	\$ -	\$ -	\$ 91,651.00	\$ 91,651.00
2022	3.000%	1,455,000.00	87,750.00	65,925.00	1,608,675.00
2023	3.000%	1,500,000.00	65,925.00	43,425.00	1,609,350.00
2024	3.000%	1,545,000.00	43,425.00	20,250.00	1,608,675.00
2025	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.