

710 EAST SAN AUGUSTINE STREET

DEER PARK, TEXAS 77536

Minutes

of

THE DEER PARK COMMUNITY DEVELOPMENT CORPORATION BOARD OF DIRECTORS MEETING HELD AT THE DEER PARK COUNCIL CHAMBERS, 710 EAST SAN AUGUSTINE STREET, DEER PARK, TEXAS, OCTOBER 24, 2016, AT 5:30 P.M., WITH THE FOLLOWING MEMBERS PRESENT:

T.J. HAIGHT	PRESIDENT
GEORGETTE FORD	VICE-PRESIDENT
DOUG BURGESS	MEMBER
SCOTT SOTELO	MEMBER
SUE MAUK	MEMBER
JEFF LAWTHER	MEMBER
BRAD WELLS	MEMBER

OTHER OFFICIALS PRESENT:

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

1. MEETING CALLED TO ORDER – President T.J. Haight called the meeting to order at 5:30 p.m.
2. ANNOUNCEMENT OF RE-APPOINTMENTS TO THE BOARD OF DIRECTORS - Assistant City Manager Gary Jackson announced City Council re-appointed T.J. Haight, Position 2, Jeff Lawther, Position 4, and Brad Wells, Position 6, as members of the Deer Park Community Development Corporation for a term of two years.
3. ELECTION OF OFFICERS – President T.J. Haight called for nominations for the election of officers for President, Vice President, Secretary and Treasurer for the Deer Park Community Development Corporation Board of Directors.

Motion was made by Doug Burgess and seconded by Georgette Ford to elect T. J. Haight as President. Motion carried unanimously.

Motion was made by Doug Burgess and seconded by Georgette Ford to elect Jeff Lawther as Treasurer. Motion carried unanimously.

Motion was made by Doug Burgess and seconded by Georgette Ford to elect Brad Wells as Treasurer. Motion carried unanimously.

Motion was made by Doug Burgess and seconded by Jeff Lawther to elect Georgette Ford as Vice-President. Motion carried unanimously.

Motion was made by Doug Burgess and seconded by Georgette Ford to elect Sue Mauk as Secretary. Motion carried unanimously.

Motion was made by Georgette Ford and seconded by Doug Burgess to elect Donna Todd as Assistant Treasurer. Motion carried unanimously.

Motion was made by Georgette Ford and seconded by Doug Burgess to elect Sandra Watkins as Assistant Secretary. Motion carried unanimously.

4. PRESENTATION AND DISCUSSION OF ISSUES RELATING TO A SCHEDULE OF EVENTS FOR THE PROPOSED SALE OF CERTIFICATES OF OBLIGATION FOR THE CONSTRUCTION OF DPCDC IMPROVEMENTS – John Rubuck of BOK Financial Securities presented a presentation of the next issuance of bonds to fund projects and highlighted the current bond market conditions, estimated debt service requirements and tentative schedule of events. (Exhibits A1-A4)
5. CONSIDERATION OF AND ACTION ON A RECOMMENDATION THAT THE DEER PARK CITY COUNCIL PROCEED WITH THE SALE OF CERTIFICATES OF OBLIGATION FOR THE CONSTRUCTION OF DPCDC IMPROVEMENTS, INCLUDING APPROVAL OF THE FINANCING PLAN AND PRO FORMA DEBT SERVICE SCHEDULE PRESENTED BY THE CITY'S FINANCIAL ADVISOR AND THE RECOMMENDATION THAT THE DEER PARK CITY COUNCIL APPROVE A NOTICE OF INTENTION TO ISSUE CERTIFICATES OF OBLIGATION – Motion was made by Doug Burgess and seconded by Georgette Ford to approve the recommendation that the Deer Park City Council proceed with the sale of Certificates Of Obligation for the construction of DPCDC improvements, including approval of the financing plan and pro forma debt service schedule presented by the City's Financial Advisor and the recommendation that the Deer Park City Council approve a Notice of Intention to issue Certificates of Obligation. Motion carried unanimously.
6. APPROVAL OF MINUTES OF REGULAR MEETING ON JULY 25, 2016 – Motion was made by Georgette Ford and seconded by Sue Mauk to approve the minutes of the regular meeting on July 25, 2016. Motion carried unanimously.

7. CONSIDERATION OF AND ACTION ON THE QUARTERLY REPORT FOR THE PERIOD OF JULY 1, 2016 – SEPTEMBER 30, 2016 – Motion was made by Doug Burgess and seconded by Sue Mauk to approve the quarterly report for the period of July 1, 2016 – September 30, 2016. Motion carried unanimously.
8. CONSIDERATION OF AND ACTION ON THE ANNUAL REVIEW AND AN ORDER TO ADOPT THE INVESTMENT POLICY FOR THE DEER PARK COMMUNITY DEVELOPMENT CORPORATION - Acting Treasurer Donna Todd advised the Board of the Texas Public Funds Investment Act, Government Code Ch. 2256 as amended (the “Act”). The Board has established an Investment Policy for the Deer Park Community Development Corporation (the "Corporation"). The Act requires that the Board, not less than annually, adopt a written instrument stating that it has reviewed the Investment Policy and investment strategies. The written instrument must record any changes made to the policy or strategies. Ms. Todd highlighted a significant change that policy previously named the Director of Finance as the Investment Officer and in the event that position is vacant, the City Manager was authorized to function in that capacity. To be more flexible, we named the City Manager and the Assistant City Manager as Investment Officers. The Policy has always listed our Broker/Dealers. I reviewed with the City Council and various Boards.

Motion was made by Georgette Ford and seconded by Sue Mauk to adopt the changes of the Investment Policy. Motion carried unanimously.

9. CONSIDERATION OF AND ACTION ON A RECOMMENDATION FOR THE ACCEPTANCE OF THE CONCEPTUAL DESIGN FOR THE RENOVATIONS OF THE GIRLS’ SOFTBALL FACILITIES AT THE YOUTH SPORTS COMPLEX – Kolby Davidson with Halff Associates presented an overview of the conceptual design and probable construction cost which totals \$2,990,705.95. Mr. Davidson highlighted the recreation of the six existing fields, parking, main entrance, and batting cages. A list of additional items were provided by the stakeholders in which can be an a la carte type of items if the budget will allow. (Exhibits B1-B2)

Mr. Lawther questioned some of the budget cost to which Mr. Davidson advised the cost were pulled from recent similar projects.

President Haight asked, “Has Softball prioritized their wish list?”

Michael Grant, Board Member of Deer Park Girls Softball Association, commented, “There are things on here that we don’t need. There are things that we definitely do need that are prioritized lower. When we came together at the meeting, we were asked what the things that we wanted are. We looked at that and said here are the things we really need to have and here are the things we would like to have. We haven’t been charged with completely prioritizing that yet. Looking through the portable pitching mounds, we don’t have pitching mounds. The

Bullpens are nice, but that is one more thing to maintain and not essential. Looking at one of the deficiencies that sticks out to me, if you want to talk about prioritizing, the first thing out of my mouth at the meeting was the batting cages. That's on the wish list and two hundred and forty thousand dollars for batting cages I can understand why we wouldn't want to build those. I mean, I don't know Jeff, can we build a 3000 square foot house for 340 thousand, maybe at cost? The first thing we ask for was to make sure we did have the batting cages. Right now, we have three for four fields. Ideally, you would have one or more per field, or at least one in between the fields. Having the bank of them together was a nice idea if they are going to be covered like what we have at Dow Park for the boys. We already have problems with rain issues on the field, more so than the boys do because we play on skinclay verses grass. So, the batting cages are fairly important. Not essential to game play on game days. The warm up areas are nice, but because we don't have designated warm up because of the soccer fields, there is plenty for warm up under the current setting. One of the things that has been expressed concerning the fields being as close as they are, is the issue of foul balls. Many of the facilities that we play at have netting over common areas like that. I know that is not in here. Conceptually, this looks great and we are excited about it. There is definitely some fine tuning that we hope to be a part of."

Ms. Ford commented, "Now there are people on this softball committee right?"

President Haight commented, "Yes. I think if we format the area differently, then went to the Girls Softball Association and expressed these ideas, we could put their ideas into the designs, is that right? What is taken in and what is taken out?"

Ms. Ford asks, "Are you saying you don't like the design?"

Mr. Grant responded, "No, it's beautiful. There are some things that are here that we can do without in lieu of other things. The only issue that comes up continuously is the parking. I know you had the chart for the parking. I don't have that list or spreadsheet that you had with the number of parking spaces per field. The addition of two additional fields and only 149 parking spaces seems inadequate. I remember thinking we have 160 now and for the four fields, we really needed more like 250."

Mr. Burgess asked, "Is that the league play or tournament play?"

Mr. Grant replied, "Both. It more than fills the parking lot right now."

Mr. Davidson asked, "You are still using overflow over on the other side?"

Mr. Grant answered, "We are using overflow all the way down the pipeline easement. We have people parking on the street and using the Activity Center as well. You look at it and think about multiple games on a league night where you would have two games a night per

Field. If you had one game, the parking is efficient as it is, then the parking on the grass, but it wouldn't be a nightmare. When you have games that follow that, then you have overlap and that's where we have run into problems. People having to park on X Street. God forbid we have any rain, then our overflow of grass parking. The current situation right now, during fall we have two games per field. One of the football organizations is allowed to use the soccer fields, which adds cars. We have worked fairly well. If this is the appropriate number of parking spots, the only other issue I have about parking would be the flow. It is somewhat hard. It is like one way in and one way out. Parking from a stand point of game day activities, parking is the number one issue."

Ms. Ford asks, "What is your suggestion that we give up to add additional parking? We have a certain amount of money we can spend."

Mr. Grant asked, "One question I would have on the additional parking is if we could have gravel?"

Mr. Davidson replied, "That would be a permitting type of issue."

Mr. Sotelo commented, "With soccer it was deemed we could not use gravel for additional parking."

Ms. Mauk added, "It's an environmental thing. They don't want cars parking on gravel or grass just in case oil leaks or things like that."

Mr. Grant responded, "That's the way we have been forced to do it for decades."

Ms. Mauk commented, "I worry about the one child that slips away from the parents."

Mr. Grant commented, "Believe me, no more than we. We are in charge of those kids and it's tough, but what do you tell the people?"

Ms. Ford commented, "Right there at Minchen, if I go to Field of Dreams, I am walking way farther than if I had parked at the Theater and walked."

Mr. Grant continued to express his concerns of the additional parking at night, the overflow parking at the Activity Center, vegetative buffer, and the maintenance sheds."

President Haight suggested the Girls Softball Association prioritize their wish list and send to the Parks and Commission for consideration.

Motion was made by Doug Burgess and seconded by Georgette Ford to recommend to City Council for the acceptance of the conceptual design for the renovations of the girls softball facilities at the Youth Sports Complex. Motion carried unanimously.

10. CONSIDERATION OF AND ACTION ON A RECOMMENDATION TO APPROVE AUTHORIZATION TO SEEK BIDS FOR A CONTRACTOR TO CONSTRUCT THE DOW PARK PAVILIONS – Parks and Recreation Director Scott Swigert advised the Board that the next three agenda items relate to the Dow Park Pavilion project. Cristina Moon of Halff Associates gave an overview of the final pavilion concept. Motion was made by Georgette Ford and seconded by Sue Mauk to approve authorization to seek bids for a contractor to construct the Dow Park Pavilions. Motion carried unanimously.
11. CONSIDERATION OF AND ACTION ON A RECOMMENDATION TO APPROVE AN AGREEMENT WITH CORWORTH BUILDING SYSTEMS AND RESTROOM FACILITIES LTD. THROUGH THE BUYBOARD PURCHASING COOPERATIVE CONTRACT # 423-13 FOR DOW PARK PAVILION BUILDINGS - Motion was made by Jeff Lawther and seconded by Georgette Ford to approve the agreement with CorWorth Building Systems and Restroom Facilities LTD. through the BuyBoard Purchasing Cooperative Contract #423-13 for Dow Park Pavilion Buildings. Motion carried unanimously.
12. CONSIDERATION OF AND ACTION ON A RECOMMENDATION TO APPROVE AN AGREEMENT WITH PLAYWELL GROUP THROUGH THE BUYBOARD PURCHASING COOPERATIVE CONTRACT # 512-16 FOR DOW PARK PAVILION STRUCTURES - Motion was made by Doug Burgess and seconded by Sue Mauk to approve the agreement with Playwell Group through the Buyboard Purchasing Cooperative contract #512-16 for Dow Park Pavilion Structures. Motion carried unanimously.
13. ADJOURN – President Haight adjourned the meeting at 6:54 p.m.

Shannon Bennett
Acting Secretary

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