

CITY OF DEER PARK

CDC 1-165

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 23, 2018 AT 5:30 P.M., WITH THE FOLLOWING MEMBERS PRESENT:

T.J. HAIGHT
GEORGETTE FORD
SHANNON BENNETT
DONNA TODD
SUE MAUK
DOUG BURGESS
JEFF LAWTHOR

PRESIDENT
VICE-PRESIDENT
CITY SECRETARY
TREASURER
MEMBER
MEMBER
MEMBER

OTHER OFFICIALS PRESENT:

GARY JACKSON

ASSISTANT CITY MANAGER

1. MEETING CALLED TO ORDER – President T.J. Haight called the meeting to order at 5:30 p.m.
2. EXECUTIVE SESSION- CONSULTATION WITH CITY ATTORNEY – POTENTIAL LITIGATION – President T.J. Haight recessed the meeting at 5:30 p.m. for an Executive Session.
3. RECONVENED – President T.J. Haight reconvened the meeting at 5:50 p.m.
4. APPROVAL OF MINUTES OF REGULAR MEETING ON JANUARY 22, 2018 - Motion was made by Georgette Ford and seconded by Doug Burgess to approve the minutes of the special meeting on January 22, 2018. Motion carried unanimously.
5. APPROVAL OF MINUTES OF SPECIAL MEETING ON FEBRUARY 5, 2018 - Motion was made by Doug Burgess and seconded by Sue Mauk to approve the minutes of the special meeting on February 5, 2018. Motion carried unanimously.

6. CONSIDERATION OF AND POSSIBLE ACTION ON THE QUARTERLY REPORT FOR THE PERIOD OF JANUARY 1, 2018 – MARCH 31, 2018 – Parks and Recreation Director, Charlie Sandberg, 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-A2)

Motion was made by Georgette Ford and seconded by Sue Mauk to approve the quarterly report for the period of January 1, 2018- March 31, 2018. Motion carried unanimously.

7. DISCUSSION OF ISSUES RELATING TO THE CURRENT STATUS OF DPCDC PROJECTS INCLUDING CHANGE ORDERS AND CONTINGENCY MODIFICATIONS – Parks and Recreation Director, Charlie Sandberg gave an extensive comprehensive update on the various projects, change orders, contingency modifications and other issues relevant to the Dow Park Pavilion, Maxwell Adult Center, Girls Softball Renovation Project and the new Soccer Complex. (Exhibit B1-B2)

Georgette Ford, Board Member, asked, “Is the 1.8 million what we have spent so far?”

Mr. Sandberg responded, “No, we have not spent that yet.”

Ms. Ford asked, “The total showing of 1.8 million, is that what we are saying we see as contracted out with what we know so far?”

Mr. Sandberg responded, “Yes, the 1.8 is the unencumbered contingency. We are utilizing that money for other things too. I did the best job I could on giving you the sequence of events that have led up to this.”

8. CONSIDERATION OF AND ACTION ON RECOMMENDING THE AMENDMENT FOR ADDITIONAL PROFESSIONAL SERVICES FROM HALFF ASSOCIATES TASK ORDER NO. 16-004-E TO CITY COUNCIL – Parks and Recreation Director, Charlie Sandberg commented, “This task order is what was given to Halff Associates for the architectural services that was required from them to assist us with the roof project.” (Exhibit C1)

Motion was made by Doug Burgess and seconded by Georgette Ford to approve the amendment for additional professional services from Halff Associates Task Order No. 16-004-E to City Council. Motion carried unanimously.

9. DISCUSSION OF ISSUES RELATING TO THE PRELIMINARY FY 2018-19 DPCDC BUDGET – Assistant City Manager, Gary Jackson advised the Board that the Preliminary Budget for FY 2018-19 was provided for review. This budget is primarily for debt services. Total revenues are at \$2,822,064, which represent estimated sales tax revenue and investment earnings. Projected expenditures include supplies, bond related fees, and operating transfers to the City to fund debt service on the certificates of obligation issued for the approved parks and recreation projects. (Exhibit D1-D3)
10. ANNOUNCEMENT OF DATE AND TIME OF THE NEXT DPCDC REGULAR BOARD MEETING – President Haight announced the next regular DPCDC meeting on July 23, 2018 at 5:30 p.m.
11. ADJOURN – Motion was made by Georgette Ford and seconded by Doug Burgess to adjourn the meeting at 6:11 p.m.

ATTEST:

ADJOURN:

Shannon Bennett
City Secretary

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