

CITY OF DEER PARK

CDC 1-177

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, JULY 23, 2018 AT 6:30 P.M., WITH THE FOLLOWING MEMBERS PRESENT:

T.J. HAIGHT
SONIA ACOSTA
DONNA TODD
SUE MAUK
DOUG BURGESS
JEFF LAWTHER

PRESIDENT
DEPUTY 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 6:30 p.m.
2. RECESS/RECONVENE – President T.J. Haight recessed the meeting at 6:30 p.m. and reconvened the meeting at 6:58 p.m.
4. APPROVAL OF MINUTES OF REGULAR MEETING ON APRIL 23, 2018 - Motion was made by Sue Mauk and seconded by Doug Burgess to approve the minutes of the regular meeting on April 23, 2018. Motion carried unanimously.
5. CONSIDERATION OF AND ACTION ON APPROVING THE FISCAL YEAR 2018-2019 DEER PARK COMMUNITY DEVELOPMENT CORPORATION BUDGET AND SUBMISSION TO CITY COUNCIL – Finance Director, Donna Todd, gave an overview of the final proposed budget and referenced a change from the preliminary budget presented and discussed at the April 23, 2018 Board meeting. The \$5,850,000 debt issuance for the Community Center and Gym Renovation/Expansion originally planned for October 2018 has been postponed to February 2019. This change resulted in a \$1,290,138 reduction in the annual debt service for the Fiscal Year 2018-2019. The final proposed Fiscal Year 2018-2019 budget for the DPCDC includes total revenues of \$ 2,801,100 (tax revenue and investment revenue) and total expenditures of \$1,531,926 (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 in 2019. These transfers also include pay-as-you-go funding for approved capital projects.

Motion was made by Sue Mauk and seconded by Jeff Lawther to approve the FY 2018-19 Deer Park Community Development Corporation Budget and submission to Council. Motion carried unanimously.

6. CONSIDERATION OF AND POSSIBLE ACTION ON THE QUARTERLY REPORT FOR THE PERIOD OF APRIL 1, 2018 – JUNE 30, 2018 – Assistant City Manager, Gary Jackson gave an overview of the quarterly report and activities conducted 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. (Exhibit A1-A7)

Motion was made by Sue Mauk and seconded by Doug Burgess to approve the quarterly report for the period of April 1, 2018 – June 30, 2018. Motion carried unanimously.

7. DISCUSSION OF ISSUES RELATING TO THE CURRENT STATUS OF DEER PARK COMMUNITY DEVELOPMENT CORPORATION PROJECTS – Parks and Recreation Director, Charlie Sandberg gave a detailed update on the DPCDC projects that included Dow Park Pavilion, Maxwell Adult Center, Girls Softball Complex, Soccer Complex, Community Center, Hike and Bike Trails and the Spencerview Athletic Complex. (Exhibit B1-B2)

President Haight asked, "Is there a completion date on the Soccer Fields?"

Mr. Sandberg responded, "Spring of 2019."

President Haight commented, "On behalf of the Community Development Corporation, we would like to thank you Mr. Sandberg and your team's time and due diligence with these projects. You are doing a great job."

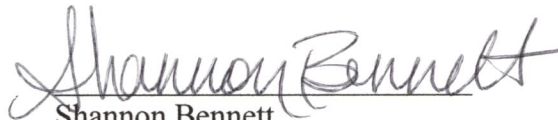
8. ANNOUNCEMENT OF DATE AND TIME OF THE NEXT DPCDC REGULAR BOARD MEETING – President Haight announced the next regular DPCDC meeting on October 22, 2018 at 5:30 p.m.


Motion was made by Sue Mauk and seconded by Jeff Lawther to acknowledge the date and time of the next Community Development Corporation regular Board meeting.

9. ADJOURN – President Haight adjourned the meeting at 7:13 p.m.

ATTEST:

APPROVED:


Shannon Bennett
City Secretary



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

Deer Park CDC Project Update

April 2018 – June 2018

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 is scheduled for completion in August of 2018.

- South Pools and Spa was terminated from their contract with the City of Deer Park by City Council.
- Millis construction was hired to complete the project.
- Staff is meeting with Millis and phone conferencing with Halff on weekly basis.

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 about 60% complete with an expected completion date in fall 2018.

- Project is roughly 60% completed.
- City Council approved the purchase of furniture for the renovated Maxwell Center.
 - Funds to be provided by the Deer Park General Fund in FY 18-19.
- Lensec has been contracted to complete the door access for the project.
- Fidelis cabling has been contracted to complete the structured cabling for the project.
- Meeting on bi-weekly basis to discuss progress of the project.

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 in early to mid-fall 2018.

- Meeting on Bi-weekly basis with Tandem Services, City staff, and Halff.
- Several contingency modifications have been executed for the project.
- Shade canopies for bleachers have been ordered and currently are being installed per City.
- Bleachers have been ordered and scheduled to arrive August 1.
- Project currently in the process of getting electric reconnected.
- Irrigation has been installed.

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

- Work continues on grading at the site.
- City has received site fill from nearby housing development project which has assisted in reducing costs.
- Electrical agreement has been reached with adjacent land owner which will result in a reduced electrical cost.
- Tandem Services has worked with City of Deer Park to resolve sewer issue.
- Parking lot and driveway for facility currently under construction.
- Vegetative debris continues to be mulched and removed from the site.

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

- Presentation of structural and MEP items related to the Community Center will be discussed with City Council, Parks and Recreation Commission, and Deer Park CDC board on July 23, 2018.
- Very preliminary programming has been discussed for the project.

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.
- No formal actions taken at this time.

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.

Quarterly Report: April 1, 2018 – June 30, 2018

Meetings Conducted and Activities

April 2 – Dow Park Pavilion construction meeting – South Pools/Halff/ City Staff
April 2 – Conference Call with City Attorney on South Pools discussion – City Staff
April 3 – Maxwell Roof discussion – City Staff/ Frost/ BSW
April 2 – City Council Meeting Executive Session discussion – Dow Park Pavilion and South Pools
April 4 – Soccer construction discussion – Tandem Services/ City Staff
April 5 – Halff Associates discussion – City Staff
April 9 – Dow Park Pavilion construction meeting – South Pools/Halff/ City Staff
April 11 – Deer Park Soccer Complex construction meeting – City Staff/Tandem Services/Halff
April 11 – Deer Park Girls Softball construction meeting – City Staff/Tandem Services/Halff
April 16 – Dow Park Pavilion construction meeting – South Pools/Halff/ City Staff
April 17 – City Council Meeting Executive Session discussion – Dow Park Pavilion and South Pools
April 18 – Discussion with Halff on CDC projects – City Staff/Halff
April 18 – Dow Park Pavilion cost issue – City Staff
April 19 – Maxwell extended days discussion – Frost/ City Staff/ BSW
April 23 – Dow Park Pavilion construction meeting – South Pools/Halff/ City Staff
April 23 – DPCDC budget discussion for FY 18-19 – City Staff
April 23 – DPCDC meeting – City Staff presented
April 25 – Deer Park Soccer Complex construction meeting – City Staff/Tandem Services/Halff
April 25 – Deer Park Girls Softball construction meeting – City Staff/Tandem Services/Halff
May 1 – City Council Meeting Executive Session discussion – Dow Park Pavilion and South Pools
May 1 – Acceptance of DPCDC quarterly report for January through March 2018.
May 1 – Amendment for additional from Halff Associates for Task Order. 16-004-D related to Maxwell.
May 3 – Softball electrical issue meeting – City Staff/ Tandem Services/Halff
May 9 – Deer Park Soccer Complex construction meeting – City Staff/Tandem Services/Halff
May 9 – Deer Park Girls Softball construction meeting – City Staff/Tandem Services/Halff
May 15 – City Council Meeting Executive Session discussion – Dow Park Pavilion and South Pools

May 15 – New Business – City Council terminates contract with South Pools, Inc. for the Dow Park Pavilion project.
May 21 – Soccer Complex electrical discussion with adjacent land owner – City Staff/land owner
May 23– Deer Park Soccer Complex construction meeting – City Staff/Tandem Services/Halff
May 23 – Deer Park Girls Softball construction meeting – City Staff/Tandem Services/Halff
May 24 – Discussion with potential vendor Dow Park Pavilion – City Staff
June 4 – Dow Park Pavilion discussion – City Staff
June 5 – Maxwell Adult Center construction meeting – City Staff/Frost/Halff/BSW
June 5 – Consideration of and possible action on to approve a contract for the completion of the Dow Park Pavilion Project with Millis Development.
June 5 – Consideration and action on the purchase of bleachers for the Girls Softball project.
June 6– Deer Park Soccer Complex construction meeting – City Staff/Tandem Services/Halff
June 6 – Deer Park Girls Softball construction meeting – City Staff/Tandem Services/Halff
June 13 – Spencerview bridge discussion – City Staff
June 14 – Discussion with Halff about the Dow Park Pavilion Project – City Staff/Halff
June 18 – Meeting with City Staff to discuss items related to architect issues and the Dow Park Pavilion Project. – City Staff
June 19 – Maxwell Adult Center construction meeting – City Staff/Frost/Halff/BSW
June 20– Deer Park Soccer Complex construction meeting – City Staff/Tandem Services/Halff
June 20 – Deer Park Girls Softball construction meeting – City Staff/Tandem Services/Halff
June 21 – Meeting with Schmitz to discuss Community Center observations report – City Staff/Schmitz
June 25 – Dow Park Pavilions Pre-Construction Meeting – City Staff/Millis Development
June 27 - Internal City Staff meeting to discuss Community Center Type B Project
June 27 – Discussion related to Maxwell extended days – City Staff/ Frost/ BSW

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
- 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 (12/31/17) = \$301,831.50
2Q (03/31/18) = \$851,596.26
3Q (06/30/18) = \$856,383.23
Total Fiscal YTD = \$2,009,810.99
- Investment Revenue:
1Q (12/31/17) = \$307.41
2Q (03/31/18) = \$304.26
3Q (06/30/18) = \$232.37
Total Fiscal YTD = \$844.04
- *Total Fiscal YTD Revenues as of 06/30/18: \$2,010,655.03 (preliminary and unaudited)*

Expenditures:

- Audit Fee:
2Q (03/31/18) = \$2,000.00
Total Fiscal YTD = \$2,000.00
- Operating Transfer – Debt Service:
2Q (03/31/18) = \$1,954,492.75
Total Fiscal YTD = \$1,954,492.75

- Pay-As-You-Go – Dow Park:

2Q (03/31/18) = \$315,465.92

3Q (06/30/18) = \$109,687.45

Total Fiscal YTD = \$425,153.37

- *Total Fiscal YTD Expenditures as of 06/30/18: \$2,381,646.12 (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):
2Q (03/31/18) = \$315,465.92
3Q (06/30/18) = \$109,687.45
Total Fiscal YTD = \$425,153.37
- Investment Revenue:
1Q (12/31/17) = \$23,765.36
2Q (03/31/18) = \$29,399.71
3Q (06/30/18) = \$33,879.18
Total Fiscal YTD = \$87,044.25
- *Total Fiscal YTD Revenues as of 06/30/18: \$512,197.62 (preliminary and unaudited)*

Expenditures:

- Small Tools & Minor Equipment
3Q (06/30/18) = \$9,496.00
Total Fiscal YTD = \$9,496.00
- Buildings:
1Q (12/31/17) = \$239,592.23
 - Dow Park = \$153,289.60
 - Maxwell Center = \$86,302.632Q (03/31/18) = \$503,054.47
 - Maxwell Center = \$357,652.24

- Girls Softball = \$90,894.23
- Soccer Fields = \$54,508.00

3Q (06/30/18) = \$2,555,722.98

- Dow Park = \$115,903.25
- Maxwell Center = \$513,042.13
- Girls Softball = \$1,067,087.32
- Soccer Fields = \$859,690.28

Total Fiscal YTD = \$3,298,369.68

- Improvements Other Than Buildings:

2Q (03/31/18) = \$148,316.55

- Girls Softball = \$100,316.55
- Soccer Fields = \$48,000.00

3Q (06/30/18) = \$525,860.84

- Dow Park = \$31,779.84
- Girls Softball = \$492,581.00
- Soccer Fields = \$1,500.00

Total Fiscal YTD = \$674,177.39

- Consulting Architect Fee

1Q (12/31/17) = \$36,091.74

- Maxwell Center = \$5,057.78
- Girls Softball = \$14,827.59
- Soccer Fields = \$16,206.37

2Q (03/31/18) = \$15,423.22

- Maxwell Center = \$11,504.63
- Girls Softball = \$3,918.59

3Q (06/30/18) = \$62,796.50

- Dow Park = \$2,729.25
- Maxwell Center = \$18,431.60
- Girls Softball = \$27,918.19
- DP Baseball = \$3,500.00
- Soccer Fields = \$10,217.46

Total Fiscal YTD = \$114,311.46

- Total Fiscal YTD Expenditures as of 06/30/18: \$4,096,354.53 (preliminary and unaudited)

Deer Park Community Development Corporation

Quarterly Report: January 1, 2018 – March 31, 2018

Meetings Conducted and Activities

January 2 – City staff discussion on the Dow Park Pavilion project.

January 2 – City Council Workshop – Executive Session – Discussion of potential litigation

January 2 – Regular City Council meeting – Consideration of and action of the purchase of field lighting and installation from Musco sports lighting via the Buyboard for Soccer and Girls Softball Type - B projects.

January 2 – Regular City Council meeting – Consideration of and action of the purchase of shade structures and installation from USA shade and fabric structures via the Buyboard for Soccer and Girls Softball Type - B projects.

January 2 – Regular City Council meeting – Consideration of and action on change orders 2 & 3 to the contract with South Pools for the Dow Park Pavilion project.

January 2 – Regular City Council meeting – Consideration of and action authorization to purchase from Playworks and the Playwell Group via the Buyboard for the materials and installation of items to complete the Dow Park Pavilion and improvement projects.

January 5 – Discussion of change order language for the Dow Park Pavilion project – City Staff.

January 22 – Maxwell Change Order update meeting – City Staff.

January 22 – Deer Park Community Development Corporation board meeting.

January 24 – Conference call for items related to the Dow Park Pavilion Project – City Staff/City Attorney

February 5 – Deer Park Community Development Corporation board meeting

February 6 – Dow Park Pavilion Project preparation meeting – City Staff

February 6 – City Council Workshop - Executive Session – Discussion of potential litigation

February 6 – City Council Workshop – Discussion of issues related to Maxwell Adult Center change orders and contingency modifications.

February 6 – City Council Meeting – Acceptance of the Deer Park Community Development Corporation's quarterly report for the period of October 1, 2017 – December 31, 2017.

February 6 – City Council Meeting – Consideration of and action on of the change orders of the Maxwell Adult Center.

February 6 – City Council Meeting – Consideration of and action on accepting the amendment for additional professional services from Halff associates utilizing the sub-contractor Brinkley, Sargent, Wigginton Architects.

February 6 – City Council Meeting – Consideration of and action on of the purchase of bleachers from GT Grandstands via Buyboard for Girls Softball Renovations Type – B project.

February 7 – Maxwell Construction Project update – City Staff/Frost/Halff/BSW

February 8 – Spencerview bridge discussion – City Staff

February 8 – Dow Park Pavilion Project coordination meeting – City Staff/South Pools/Playwell/Halff

February 14 – Deer Park Soccer Complex construction meeting – City Staff/Tandem Services/Halff

February 14 – Deer Park Girls Softball construction meeting – City Staff/Tandem Services/Halff

February 15 – Discussion of issues related to Type B projects, Halff - City Staff

February 19 – Discussion of issues related to Deer Park Soccer Complex – City Staff

February 22 – Meeting to discuss fire alarm items related to the Maxwell Adult Center renovations – City Staff

February 22 – Discussion of Soccer Construction Project – Electrical Discussion with Mayor

March 5 – Discussed DPCDC projects with Parks and Recreation Commission.

March 12 – ICON shelters inspection of the Dow Park Pavilions – Icon/City Staff

March 13 – Discussion of task orders related to the Maxwell Adult Center – City Staff/Halff

March 14 – Deer Park Soccer Complex construction meeting – City Staff/Tandem Services/Halff

March 14 – Deer Park Girls Softball construction meeting – City Staff/Tandem Services/Halff

March 19 – Dow Park Pavilion Meeting – City Staff/Halff/South Pool

March 20 – Maxwell Adult Center commissioning meeting – City Staff/Frost/Halff/BSW/Stanton Engineering

March 20 – Maxwell Adult Center construction meeting – City Staff/Frost/Halff/BSW

March 20 - City Council Workshop - Executive Session – Discussion of potential litigation

March 21 – Discussion of Electrical at Soccer Complex with Randy Stockwell – City Staff

March 26 – Dow Park Pavilion Meeting – City Staff/South Pool/Halff

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

March 28 – Deer Park Girls Softball construction meeting – 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
- 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 (12/31/17) = \$301,831.50

2Q (03/31/18) = \$851,596.26

Total Fiscal YTD = \$1,153,427.76

- Investment Revenue:

1Q (12/31/17) = \$307.41

2Q (03/31/18) = \$304.26

Total Fiscal YTD = \$611.67

- Total Fiscal YTD Revenues as of 03/31/18: \$1,154,039.43 (preliminary and unaudited)

Expenditures:

- Audit Fee:

1Q (03/31/18) = \$2,000.00

Total Fiscal YTD = \$2,000.00

- Pay-As-You-Go – Dow Park:

1Q (12/31/17) = \$0.00

2Q (03/31/18) = \$315,465.92

Total Fiscal YTD = \$315,465.92

- Total Fiscal YTD Expenditures as of 03/31/18: \$317,465.92 (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 (12/31/17) = \$0.00

2Q (03/31/18) = \$315,465.92

Total Fiscal YTD = \$315,465.92

- Investment Revenue:

1Q (12/31/17) = \$23,765.36

2Q (03/31/18) = \$29,399.71

Total Fiscal YTD = \$53,165.07

- Total Fiscal YTD Revenues as of 03/31/18: \$368,630.99 (preliminary and unaudited)

Expenditures:

- Buildings:

1Q (12/31/17) = \$239,592.23

- Dow Park = \$153,289.60
- Maxwell Center = \$86,302.63

2Q (03/31/18) = \$503,054.47

- Maxwell Center = \$357,652.24
- Girls Softball = \$90,894.23

- Soccer Fields = \$54,508.00

Total Fiscal YTD = \$742,646.70

- Improvements Other Than Buildings:

1Q (12/31/17) = \$0.00

2Q (03/31/18) = \$148,316.55

- Girls Softball = \$100,316.55
- Soccer Fields = \$48,000.00

Total Fiscal YTD = \$148,316.55

- Consulting Architect Fee

1Q (12/31/17) = \$36,091.74

- Maxwell Center = \$5,057.78
- Girls Softball = \$14,827.59
- Soccer Fields = \$16,206.37

2Q (03/31/18) = \$15,423.22

- Maxwell Center = \$11,504.63
- Girls Softball = \$3,918.59

Total Fiscal YTD = \$51,514.96

- Total Fiscal YTD Expenditures as of 03/31/18: \$942,478.21 (preliminary and unaudited)

Deer Park Community Development Corporation

Quarterly Report: October 1, 2017 – December 31, 2017

Meetings Conducted and Activities

- October 2 Staff meeting to discuss Pavilion electrical issue P&R/PW/City Administration
- October 3 City Council appointed 4 members of the Deer Park Community Development Cooperation
- October 18 Staff meeting to discuss Pavilion electrical issue P&R/PW/ City Administration
- October 23 DPCDC quarterly board meeting at City Hall
- October 23 Discussion of the Deer Park CDC projects; Discussion of Soccer Complex bids; Recommendation to award bid for Girls Softball renovation project; Consider scheduling a special meeting to recommend award of bid for construction of Soccer Complex.
- October 25 Staff discussion with City Attorney to discuss architect issues P&R/PW/ City Administration/City Attorney
- November 6 Special DPCDC board meeting of consideration and action upon recommending award of bid for construction of Soccer Complex to Tandem Services.
- November 7 City Council accepted DPCDC Quarterly Report for July 1, 2017 – September 30, 2017
- November 7 City Council approved ordinance to amend the FY17-18 Capital improvement fund budget for cost related to the construction of the Girls Softball Complex renovation and new Soccer Complex
- November 15 Maxwell Center Pre-construction meeting P&R/PW/ City Administration/Halff/Frost Construction/Brinkley Sargent Wigington
- December 5 Meeting with outside legal services to discuss Pavilion issues P&R/PW/ City Administration/City Attorney
- December 5 Special DPCDC board of directors meeting concerning Pavilion electrical
- December 5 Council executive session discussions related to potential litigation.
- December 5 City Council tabled actions related to the Dow Park Pavilion project
- December 7 Pre-construction meeting Soccer project P&R/PW/ City Administration/Halff/Tandem Services
- December 7 Pre-construction meeting Softball project P&R/PW/ City Administration/Halff/Tandem Services
- December 11 Maxwell construction meeting P&R/PW/ City Administration/Halff/BSW/Frost

- December 14 Discuss Dow Park Pavilion change order P&R/PW/ City Administration
- December 22 Discuss Dow Park Pavilion change order P&R/PW/ City Administration
- December 22 Sent revisions to Halff for Dow Park Pavilion change order
- December 28 Issued public notice article informing public of Girls Softball demolition

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
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- 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 (12/31/17) = \$301,831.50
Total Fiscal YTD = \$301,831.50
- Investment Revenue:
1Q (12/31/17) = \$307.41
Total Fiscal YTD = \$307.41
- *Total Fiscal YTD Revenues as of 12/31/17: \$302,138.91 (preliminary and unaudited)*

Expenditures:

- Pay-As-You-Go – Dow Park:
1Q (12/31/17) = \$0.00
Total Fiscal YTD = \$0.00

- **Total Fiscal YTD Expenditures as of 12/31/17: \$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 (12/31/17) = \$0.00
Total Fiscal YTD = \$0.00
- Investment Revenue:
1Q (12/31/17) = \$23,765.36
Total Fiscal YTD = \$23,765.36
- **Total Fiscal YTD Revenues as of 12/31/17: \$23,765.36 (preliminary and unaudited)**

Expenditures:

- Buildings:
1Q (12/31/17) = \$239,592.23
 - Dow Park = \$153,289.60
 - Maxwell Center = \$86,302.63
 Total Fiscal YTD = \$239,592.23
- Consulting Architect Fee
1Q (12/31/17) = \$36,091.74
 - Maxwell Center = \$5,057.78
 - Girls Softball = \$14,827.59
 - Soccer Fields = \$16,206.37
 Total Fiscal YTD = \$36,091.74
- **Total Fiscal YTD Expenditures as of 12/31/17: \$275,683.97 (preliminary and unaudited)**

Deer Park CDC Project Update

April 2018 – June 2018

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 is scheduled for completion in August of 2018.

- South Pools and Spa was terminated from their contract with the City of Deer Park by City Council.
- Millis construction was hired to complete the project.
- Staff is meeting with Millis and phone conferencing with Halff on weekly basis.

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 about 60% complete with an expected completion date in fall 2018.

- Project is roughly 60% completed.
- City Council approved the purchase of furniture for the renovated Maxwell Center.
 - Funds to be provided by the Deer Park General Fund in FY 18-19.
- Lensec has been contracted to complete the door access for the project.
- Fidelis cabling has been contracted to complete the structured cabling for the project.
- Meeting on bi-weekly basis to discuss progress of the project.

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 in early to mid-fall 2018.

- Meeting on Bi-weekly basis with Tandem Services, City staff, and Halff.
- Several contingency modifications have been executed for the project.
- Shade canopies for bleachers have been ordered and currently are being installed per City.
- Bleachers have been ordered and scheduled to arrive August 1.
- Project currently in the process of getting electric reconnected.
- Irrigation has been installed.

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

- Work continues on grading at the site.
- City has received site fill from nearby housing development project which has assisted in reducing costs.
- Electrical agreement has been reached with adjacent land owner which will result in a reduced electrical cost.
- Tandem Services has worked with City of Deer Park to resolve sewer issue.
- Parking lot and driveway for facility currently under construction.
- Vegetative debris continues to be mulched and removed from the site.

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

- Presentation of structural and MEP items related to the Community Center will be discussed with City Council, Parks and Recreation Commission, and Deer Park CDC board on July 23, 2018.
- Very preliminary programming has been discussed for the project.

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.
- No formal actions taken at this time.

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.