

CITY OF DEER PARK

CDC 1-210

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

GEORGETTE FORD	VICE PRESIDENT
ERIC RIPLEY	MEMBER
FAYLENE DEFRANCIS	MEMBER
LES ELLARD	MEMBER
JEFF LAWOTHER	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 – Vice President Georgette Ford called the meeting to order at 5:30 p.m.
2. APPROVAL OF MINUTES OF REGULAR MEETING ON APRIL 22, 2019 – Motion was made by Jeff Lawther and seconded by Eric Ripley to approve the minutes of the regular meeting held on April 22, 2019. Motion carried unanimously.
3. APPROVAL OF MINUTES OF JOINT MEETING ON APRIL 22, 2019 – Motion was made by Laura Hicks and seconded by Jeff Lawther to approve the minutes of joint meeting held on January 28, 2019. Motion carried unanimously.
4. ANNOUNCEMENT OF APPOINTMENT TO THE DEER PARK COMMUNITY DEVELOPMENT CORPORATION BOARD OF DIRECTORS – Vice President Ford welcomed the new members Eric Ripley and Faylene DeFrancis and gave them an opportunity to introduce themselves.

5. ELECTION OF OFFICERS FOR THE UNEXPIRED PORTION OF THE TERMS OF VACANT OFFICES – Vice President Georgette Ford called for nominations for the election of officers for President, Vice President, and Secretary for the Deer Park Community Development Corporation Board of Directors. as follows:

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

Motion was made by Georgette Ford and seconded by Les Ellard to elect Laura Hicks as Vice President. Motion carried unanimously.

Motion was made by Doug Burgess and seconded by Laura Hicks to elect Eric Ripley as Secretary. Motion carried unanimously.

6. CONSIDERATION OF AND POSSIBLE ACTION ON THE QUARTERLY REPORT FOR THE PERIOD OF APRIL 1, 2019 - JUNE 30, 2019 – Assistant City Manager Gary Jackson gave a brief overview of the combined report that includes the number of meetings and activities for the period of April - June 2019. The report also includes the financial bond related information, and the information from the previous quarter. (Exhibit A1-A7)

Motion was made by Les Ellard and seconded by Doug Burgess to approve the quarterly report for the period of April 1, 2019 - June 30, 2019 and authorize submission to City Council.

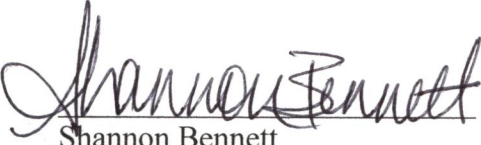
7. DISCUSSION OF ISSUES RELATING TO THE STATUS OF DEER PARK COMMUNITY DEVELOPMENT CORPORATION PROJECTS FOR THE PERIOD OF APRIL – JUNE 2019 – Parks and Recreation Director Charlie Sandberg gave an overview on the project updates that includes Dow Park Pavilion, Maxwell Adult Center, Softball Complex, Soccer Complex, Community Center, Hike and Bike Trails and the Spencerview Athletic Complex. (Exhibit B1-B3)

8. CONSIDERATION OF AND ACTION ON APPROVING THE FISCAL YEAR 2019-2020 DEER PARK COMMUNITY DEVELOPMENT CORPORATION BUDGET AND SUBMISSION TO CITY COUNCIL – Finance Director Donna Todd gave an overview of the final proposed budget which includes total revenues of \$3,004,000 and total expenditures of \$1,959,349. The final proposed budget did not change from the preliminary budget presented at the April 22, 2019 Board meeting. (Exhibit C1-C5)

Motion was made by Laura Hicks and seconded by Jeff Lawther to approve the FY 2019-2020 Deer Park Community Development Corporation Budget and submit to City Council.

9. ADJOURN – Vice President Georgette Ford adjourned the meeting at 5:58 p.m.

ATTEST:

  
Shannon Bennett  
Board Secretary

APPROVED:

  
Georgette Ford, Vice President  
Deer Park Community Development Corporation

**Deer Park Community Development Corporation**

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

**Meetings Conducted and Activities**

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

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

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

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

April 15 – DPCDC quarterly report budget meeting – City Staff

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

**Financial**

**Debt Issued To-Date**

- \$9,450,000 Certificates of Obligation, Series 2016 issued February 16, 2016 through a private placement to Wells Fargo Bank via a competitive bidding process
- \$2,700,000 Certificates of Obligation, Series 2017 issued February 14, 2017 through a private placement to First National Bank Texas via a competitive bidding process
- Note: the \$5,850,000 authorized for the Community Center Expansion/Renovation has not yet been issued pending a decision on how to proceed with the project
- In an agreement between the City of Deer Park and the DPCDC, the City agreed to issue and sell certificates and the DPCDC agreed to make payments to the City in amounts sufficient to pay the principal of and interest on the certificates

**Deer Park Community Development Corporation (Fund 850)**

*This fund records the sales tax revenues, operating expenditures, including bond issuance costs, and debt service payments.*

**Revenues:**

- Sales & Use Tax Revenues:

1Q (12/31/18) = \$259,892.45  
2Q (03/31/19) = \$822,520.92  
3Q (06/30/19) = \$983,688.11  
*Total Fiscal YTD = \$2,066,101.48*

- Investment Revenue:

1Q (12/31/18) = \$1,629.43  
2Q (03/31/19) = \$1,540.34  
3Q (06/30/19) = \$1,229.96  
*Total Fiscal YTD = \$4,399.73*

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

**Expenditures:**

- Audit Fee:

2Q (03/31/19) = \$2,000.00  
*Total Fiscal YTD = \$2,000.00*

- Operating Transfer – Debt Service:

3Q (06/30/19) = \$1,154,865.50  
*Total Fiscal YTD = \$1,154,865.50*

- *Total Fiscal YTD Expenditures as of 06/30/19: \$1,156,865.50 (preliminary and unaudited)*

**Bond Fund – Certificates of Obligation (Fund 307)**

*This fund records the bond proceeds of the \$9,450,000 Certificates of Obligation, Series 2016 and the \$2,700,000 Certificates of Obligation, Series 2017 and all related capital project expenditures, including pay-as-you-go funding.*

**Revenues:**

- Investment Revenue:

1Q (12/31/18) = \$11,816.75  
2Q (03/31/19) = \$12,622.45  
3Q (06/30/19) = \$12,861.63

*Total Fiscal YTD = \$37,300.83*

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

**Expenditures:**

- Buildings:

1Q (12/31/18) = \$843,770.15  
    o Maxwell Center = \$150,894.95  
    o Girls Softball = \$276,936.46  
    o Soccer Fields = \$415,938.74  
2Q (03/31/19) = \$121,172.16  
    o Maxwell Center = \$87,658.06  
    o Girls Softball = \$33,514.10

*Total Fiscal YTD = \$964,942.31*

- Improvements Other Than Buildings:

1Q (12/31/18) = \$316.47  
    o Dow Park = \$316.47 \*  
2Q (03/31/19) = \$209,746.68  
    o Maxwell Center = \$4,802.50  
    o Girls Softball = \$25,396.52  
    o Soccer Fields = \$179,547.66  
3Q (06/30/19) = \$287,371.40  
    o Maxwell Center = \$4,802.50  
    o Girls Softball = \$3,650.00  
    o Soccer Fields = \$278,918.90

*Total Fiscal YTD = \$497,434.55*

- Machinery & Equipment:

1Q (12/31/18) = \$6,665.79  
    o Maxwell Center = \$6,665.79  
2Q (03/31/19) = \$6,665.79  
    o Maxwell Center = \$6,665.79

*Total Fiscal YTD = \$13,331.58*

- Consulting Architect Fee

1Q (12/31/18) = \$20,760.01  
    o Maxwell Center = \$15,736.35  
    o Girls Softball = \$597.75  
    o Soccer Fields = \$2,528.39

- o Community Center = \$1,897.52

2Q (03/31/19) = \$27,236.19

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

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

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

Total Fiscal YTD = \$76,112.66

- Total Fiscal YTD Expenditures as of 06/30/19: \$1,551,821.10 (preliminary and unaudited)

\* Pay-As-You Go Funded Projects; funding will be transferred from the DPCDC (Fund 850)

#### Additional Funding

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

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

Total Budget Amendments = \$1,199,485.00

#### **Quarterly Report: January 1, 2019 – March 31, 2019**

##### **Meetings Conducted and Activities**

January 3 – Meeting to discuss litigation related to the Dow Park Pavilion project – City Staff

January 7 – PARC meeting update on DPCDC projects – City Staff/PARC

January 7 – Special DPCDC meeting to discuss Maxwell items – City Staff/DPCDC

January 8 - Review of proposal for architectural services – Hike and Bike trails – City Staff

January 9– Deer Park Soccer Complex construction meeting – City Staff/Tandem Services/Halff

January 9 – Deer Park Girls Softball construction meeting – City Staff/Tandem Services/Halff

January 14 – Recreation Center site visits in the DFW area – City Staff/BSW

January 15 – Maxwell Center ribbon cutting – City Council/CDC/PARC/BSW/Halff/Frost/City Staff

January 16 – Meeting to discuss Halff payment item – City Staff

January 17 – Community Center presentation discussion for January 25 joint meeting – City staff

January 21 – Conference Call related to the Community Center project – City Staff/BSW

January 21 – Discussion on retainage reduction for Girls Softball and Soccer Complex projects – City staff

January 23– Deer Park Soccer Complex construction meeting – City Staff/Tandem Services/Halff

January 23 – Deer Park Girls Softball construction meeting – City Staff/Tandem Services/Halff

January 23 – Meeting to discuss Community Center project – City staff

January 28 – Regular DPCDC meeting – DPCDC/City Staff

January 28 – Joint meeting of the City Council/Deer Park Community Development Corp. Parks and Recreation Commission to discuss items related to the Community Center Renovations – City Staff/BSW/CC/DPCDC/PARC

January 29 – Meeting to discuss Halff expenses related to the Maxwell Center project – City Staff

February 5 – Meeting to discuss requested items related to Community Center project – City Staff

February 5 – Acceptance of DPCDC quarterly report – October –December 2018 – City Staff/City Council

February 5 – Enter into agreement with Burditt Consultants, LLC. for professional services for the development of the Type B Hike and Bike trails – City Staff/City Council

February 5 – Action on purchasing a monument sign for the Maxwell Adult Center – City Staff/City Council

February 5 – Ordinance to amend FY18-19 Capital Improvement fund budget for Girls Softball Complex – City Staff/ City Council

February 6 – Deer Park Soccer Complex construction meeting – City Staff/Tandem Services/Halff

February 6 – Deer Park Girls Softball construction meeting – City Staff/Tandem Services/Halff

February 13 – Meeting to discuss Community Center presentation for February 25th – City Staff

February 14 – Meeting to discuss Community Center project presentation – City Staff

February 18 – Conference call to discuss Community Center project presentation – City Staff/BSW

February 19 – Ordinance to amend FY18-19 Capital Improvement fund budget for Deer Park Soccer Complex project – City Staff/ City Council

February 20 – Deer Park Soccer Complex construction meeting – City Staff/Tandem Services/Halff

February 20 – Deer Park Girls Softball construction meeting – City Staff/Tandem Services/Halff

February 20 – Meeting to discuss Community Center project presentation – City Staff

February 25 – Site visit to the La Porte Recreation Center – City Staff

February 25 – Meeting to discuss Community Center project presentation – City Staff/BSW

February 25 – Joint meeting of the City Council/Deer Park Community Development Corp. Parks and Recreation Commission to discuss items related to the Community Center Renovations – City Staff/BSW/CC/DPCDC/PARC

March 5 – Discussion about litigation concerning the Dow Park Pavilion project – City staff/Jeff Chapman

March 5 – Consideration of and action on a Soccer Complex change order – City Staff/City Council

March 6 – Girls Softball project site meeting – City staff/Tandem

March 8 – Meeting to discuss requested items related to Community Center project – City Staff

March 13 – Meeting to discuss progress on the Spencerview bridge – City Staff

March 18 – Deer Park Soccer Complex construction meeting – City Staff/Tandem Services/Halff

March 18 – Deer Park Girls Softball construction meeting – City Staff/Tandem Services/Halff

March 19 – On site meeting at Deer Park Girls Softball – City Staff/ Tandem Services

March 20 – Conference call with Brinkley Sargent Wigington – City Staff/BSW

March 25 – Site meeting to discuss turf items at Deer Park Soccer Complex – City Staff/ Tandem Services

## Financial

### Debt Issued To-Date

- \$9,450,000 Certificates of Obligation, Series 2016 issued February 16, 2016 through a private placement to Wells Fargo Bank via a competitive bidding process

- \$2,700,000 Certificates of Obligation, Series 2017 issued February 14, 2017 through a private placement to First National Bank Texas via a competitive bidding process
- Note: the \$5,850,000 authorized for the Community Center Expansion/Renovation has not yet been issued pending a decision on how to proceed with the project
- In an agreement between the City of Deer Park and the DPCDC, the City agreed to issue and sell certificates and the DPCDC agreed to make payments to the City in amounts sufficient to pay the principal of and interest on the certificates

### Deer Park Community Development Corporation (Fund 850)

*This fund records the sales tax revenues, operating expenditures, including bond issuance costs, and debt service payments.*

#### Revenues:

- Sales & Use Tax Revenues:  
1Q (12/31/18) = \$259,892.45  
2Q (03/31/19) = \$822,520.92  
*Total Fiscal YTD = \$1,082,413.37*
- Investment Revenue:  
1Q (12/31/18) = \$1,629.43  
2Q (03/31/19) = \$1,540.34  
*Total Fiscal YTD = \$3,169.77*
- *Total Fiscal YTD Revenues as of 03/31/19: \$1,085,583.14 (preliminary and unaudited)*

#### Expenditures:

- Audit Fee:  
2Q (03/31/19) = \$2,000.00  
*Total Fiscal YTD = \$2,000.00*
- *Total Fiscal YTD Expenditures as of 03/31/19: \$2,000.00 (preliminary and unaudited)*

### Bond Fund – Certificates of Obligation (Fund 307)

*This fund records the bond proceeds of the \$9,450,000 Certificates of Obligation, Series 2016 and the \$2,700,000 Certificates of Obligation, Series 2017 and all related capital project expenditures, including pay-as-you-go funding.*

#### Revenues:

- Investment Revenue:

1Q (12/31/18) = \$11,816.75  
 2Q (03/31/19) = \$12,252.67  
 Total Fiscal YTD = \$24,069.42

- Total Fiscal YTD Revenues as of 03/31/19: \$24,069.42 (preliminary and unaudited)

#### Expenditures:

- Buildings:

1Q (12/31/18) = \$843,770.15  
 ○ Maxwell Center = \$150,894.95  
 ○ Girls Softball = \$276,936.46  
 ○ Soccer Fields = \$415,938.74  
 2Q (03/31/19) = \$121,172.16  
 ○ Maxwell Center = \$87,658.06  
 ○ Girls Softball = \$33,514.10  
 ○ Soccer Fields = \$0.00

Total Fiscal YTD = \$964,942.31

- Improvements Other Than Buildings:

1Q (12/31/18) = \$316.47  
 ○ Dow Park = \$316.47 \*  
 2Q (03/31/19) = \$209,746.68  
 ○ Maxwell Center = \$4,802.50  
 ○ Girls Softball = \$25,396.52  
 ○ Soccer Fields = \$179,547.66

Total Fiscal YTD = \$210,063.15

- Machinery & Equipment:

1Q (12/31/18) = \$6,665.79  
 ○ Maxwell Center = \$6,665.79  
 2Q (03/31/19) = \$6,665.79  
 ○ Maxwell Center = \$6,665.79

Total Fiscal YTD = \$13,331.58

- Consulting Architect Fee

1Q (12/31/18) = \$20,760.01

○ Maxwell Center = \$15,736.35  
 ○ Girls Softball = \$597.75  
 ○ Soccer Fields = \$2,528.39  
 ○ Community Center = \$1,897.52

2Q (03/31/19) = \$27,236.19

○ Maxwell Center = \$0.00  
 ○ Hike & Bike = \$2,350.00 \*  
 ○ Girls Softball = \$3,183.48  
 ○ Soccer Fields = \$69.87  
 ○ Community Center = \$21,632.84

Total Fiscal YTD = \$47,996.20

- Total Fiscal YTD Expenditures as of 03/31/18: \$1,236,333.24 (preliminary and unaudited)

\* Pay-As-You Go Funded Projects; funding will be transferred from the DPCDC (Fund 850)

#### Additional Funding

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

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

Total Budget Amendments = \$1,199,485.00

**Quarterly Report: October 1, 2018 – December 31, 2018**

**Meetings Conducted and Activities**

October 2 - Maxwell Construction meeting – Frost/BSW/ City Staff  
October 11 – Irrigation inspection at Maxwell Center – Frost/City Staff/Halff  
October 11 – Irrigation inspection at Girls Softball – Frost/City Staff/Halff  
October 16 -Approval of purchase for furniture for the Maxwell Adult Center - CC/City Staff  
October 16 – City Council appoints three (3) CDC members – CC/City Staff  
October 22 – Meeting to discuss Maxwell Center opening – City Staff  
October 22 – Deer Park Community Development Corporation regular board meeting – DPCDC/City Staff  
October 23 – Maxwell Center Walk through and punch list – Frost/BSW/Halff/City Staff  
November 6 – Maxwell Center walk through and punch list – Frost/BSW/Halff/City Staff  
November 6 – Acceptance of DPCDC quarterly reports for April – June and July – September – CC/City Staff  
November 6 – Authorization for the utilization of unencumbered project funds for security camera equipment at the Maxwell Center – CC/ City Staff  
November 6 - Authorization for the utilization of unencumbered project funds to amend Halff architectural services contract for extended days at the Maxwell Center – CC/ City Staff  
November 6 – Authorization to negotiate professional services agreement with Burditt Consultants for the comprehensive Hike and Bike Trail plan– CC/ City Staff  
November 6 – Removal of member from the DPCDC and appointment of replacement member – CC/ City Staff  
November 8 – Conference call to discuss potential litigation – City attorney/City Staff  
November 12 – Meeting to discuss items related to Deer Park Girls Softball Project – City Staff  
November 14 – Maxwell walk through tour – City Staff/City Council members  
November 19 – Meeting to discuss items related to Maxwell Center – City Staff  
November 19 – Maxwell walk through tour – City Staff/City Council members  
November 20 – General public Maxwell walk through tour – City Staff/ Deer Park citizens  
November 21 – General public Maxwell walk through tour – City Staff/Deer Park citizens

November 26 – Maxwell punch list discussion – City Staff/Frost  
November 27 – Maxwell tour items meeting – City Staff  
November 28– Deer Park Soccer Complex construction meeting – City Staff/Tandem Services/Halff  
November 28 – Deer Park Girls Softball construction meeting – City Staff/Tandem Services/Halff  
December 5 – Maxwell Center move in meeting – City Staff  
December 10 – Deer Park Soccer Complex project discussion meeting – City Staff  
December 12– Deer Park Soccer Complex construction meeting – City Staff/Tandem Services/Halff  
December 12 – Deer Park Girls Softball construction meeting – City Staff/Tandem Services/Halff  
December 13 – Houston area recreational facility tours – City Staff  
December 18 – Authorization to reduce retainage from 5% - 2% on the Deer Park Soccer project for Tandem Services – CC/City Staff  
December 19 – Maxwell Operations opening day – City Staff  
December 19 – Pool assessment of the Dow Park Pool – City Staff/ XXX  
December 20 – Houston area recreational facility tours – City Staff

**Financial**

**Debt Issuance**

- \$9,450,000 Certificates of Obligation, Series 2016 issued February 16, 2016 through a private placement to Wells Fargo Bank via a competitive bidding process
- \$2,700,000 Certificates of Obligation, Series 2017 issued February 14, 2017 through a private placement to First National Bank Texas via a competitive bidding process
- Note: the \$5,850,000 authorized for the Community Center Expansion/Renovation has not yet been issued pending a decision on how to proceed with the project
- In an agreement between the City of Deer Park and the DPCDC, the City agreed to issue and sell certificates and the DPCDC agreed to make payments to the City in amounts sufficient to pay the principal of and interest on the certificates

**Deer Park Community Development Corporation (Fund 85)**

*This fund records the sales tax revenues, operating expenditures, including bond issuance costs, and debt service payments.*

**Revenues:**

- Sales & Use Tax Revenues:  
1Q (12/31/18) = \$259,892.45  
  
Total Fiscal YTD = \$259,892.45

- Investment Revenue:  
1Q (12/31/18) = \$1,630.03  
  
Total Fiscal YTD = \$1,630.03

- **Total Fiscal YTD Revenues as of 12/31/18: \$261,522.48 (preliminary and unaudited)**

**Expenditures:**

- Pay-As-You-Go – Dow Park:  
1Q (12/31/18) = \$0.00  
  
Total Fiscal YTD = \$0.00

- **Total Fiscal YTD Expenditures as of 12/31/18: \$0.00 (preliminary and unaudited)**

**Bond Fund – Certificates of Obligation (Fund 23)**

*This fund records the bond proceeds of the \$9,450,000 Certificates of Obligation, Series 2016 and the \$2,700,000 Certificates of Obligation, Series 2017 and all related capital project expenditures, including pay-as-you-go funding.*

**Revenues:**

- Intergovernmental Revenue (Pay-As-You-Go Funding):  
1Q (12/31/18) = \$0.00  
  
Total Fiscal YTD = \$0.00

- Investment Revenue:  
1Q (12/31/18) = \$11,816.75  
  
Total Fiscal YTD = \$11,816.75

- **Total Fiscal YTD Revenues as of 12/31/18: \$11,816.75 (preliminary and unaudited)**

**Expenditures:**

- Buildings:  
1Q (12/31/18) = \$843,770.15

- Maxwell Center = \$150,894.95
- Girls Softball = \$276,936.46
- Soccer Fields = \$415,938.74  
  
Total Fiscal YTD = \$843,770.15

- Improvements Other Than Buildings:  
1Q (12/31/18) = \$316.47  
  - Dow Park = \$316.47
Total Fiscal YTD = \$316.47

- Machinery & Equipment:  
1Q (12/31/18) = \$6,665.79  
  - Maxwell Center = \$6,665.79
Total Fiscal YTD = \$6,665.79

- Consulting Architect Fee  
1Q (12/31/18) = \$20,760.01  
  - Maxwell Center = \$15,736.35
  - Girls Softball = \$597.75
  - Soccer Fields = \$2,528.39
  - Community Center = \$1,897.52
Total Fiscal YTD = \$20,760.01

- **Total Fiscal YTD Expenditures as of 12/30/18: \$871,512.42 (preliminary and unaudited)**

**Additional Funding**

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

- Dow Park = \$231,119.00
- Girls Softball = \$449,631.00
- Soccer Fields = \$107,197.00  
  
Total Budget Amendments = \$787,947.00

## Deer Park CDC Project Update

April 2019 – June 2019

**Dow Park Pavilion Project** - This project was identified as one of seven approved projects in the 2015 Type B dedicated sales tax election that was voted for by Deer Park residents. The City entered into a contract with Halff Associates as the architect and South Pool and Spa as the general contractor. The project is funded with \$1.5 million from Type B sales tax. The new restroom buildings were installed and progress continues on the pavilion structures. The City terminated the contract with the previous general contractor and awarded a contract for the completion of the project to Mills Construction. The project was completed in September of 2018.

- Acceptance of completion of and retainage release for DPCDC Dow Park Pavilion project.
- Ribbon cutting and dedication for the Dow Park Pavilion held on September 27<sup>th</sup>.
- Ongoing discussions related to litigation with former project contractor.
- Brief discussions related to ongoing litigation with City attorney.

**Maxwell Adult Center** - This project was one of seven approved projects in the 2015 Type B dedicated sales tax election that was voted for by Deer Park residents. The project is funded with \$2 million from Type B sales tax. The City of Deer Park selected Halff Associates as the architect and Frost Construction as the general contractor for the project. Construction began in November of 2017. Demo of the interior and site preparation for the new addition has been completed. The project is complete and building is currently in use with minimal punch list items remaining.

- Project is complete with only minor punch list items.
- Parks and Recreation Department hosted pre-opening tours on November 20<sup>th</sup> and 21<sup>st</sup>.
- December 19, 2018 marked the first day of Maxwell regular operations post renovations.
- January 15, 2019 ribbon cutting
- Ongoing work to complete Maxwell close out documents.
- Discussions with Frost Construction concerning canopy extension.
- Working obtain project dedication plaque. Scheduled to be completed early August 2019
- Working to complete Maxwell Adult Center canopy expansion. Scheduled to be completed by September 1.

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

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

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

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

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

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

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

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

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

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

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

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

REVENUE SUMMARY

DESCRIPTION	ACTUAL 17-18	BUDGET 18-19	ESTIMATED 18-19	PROJECTED 19-20
Tax Revenue	\$ 3,314,040	\$ 2,800,000	\$ 3,000,000	\$ 3,000,000
Other Revenue	1,498	1,100	5,000	4,000
Prior Year Revenue	-	-	-	-
<b>Total Revenue</b>	<b>\$ 3,315,538</b>	<b>\$ 2,801,100</b>	<b>\$ 3,005,000</b>	<b>\$ 3,004,000</b>

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

DESCRIPTION	ACTUAL 17-18	BUDGET 18-19	ESTIMATED 18-19	PROJECTED 19-20
<b>3100 TAX REVENUE</b>				
3120 Sales Tax Revenue	\$ 3,314,040	\$ 2,800,000	\$ 3,000,000	\$ 3,000,000
<b>Total Tax Revenue</b>	<b>3,314,040</b>	<b>2,800,000</b>	<b>3,000,000</b>	<b>3,000,000</b>
<b>3600 OTHER REVENUE</b>				
3620 Investment Revenue	1,498	1,100	5,000	4,000
<b>Total Other Revenue</b>	<b>1,498</b>	<b>1,100</b>	<b>5,000</b>	<b>4,000</b>
Prior Year Revenue	-	-	-	-
<b>TOTAL REVENUE</b>	<b>\$ 3,315,538</b>	<b>\$ 2,801,100</b>	<b>\$ 3,005,000</b>	<b>\$ 3,004,000</b>

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

EXPENDITURE SUMMARY

DESCRIPTION	ACTUAL 17-18	BUDGET 18-19	ESTIMATED 18-19	PROPOSED 19-20
Services	\$ 2,000	\$ 4,400	\$ 2,000	\$ 4,400
Supplies	-	2,400	-	3,500
Other Operating Expenditures	<u>2,775,838</u>	<u>1,525,126</u>	<u>1,240,476</u>	<u>1,951,449</u>
<b>Total Expenditures</b>	<b>\$ 2,777,838</b>	<b>\$ 1,531,926</b>	<b>\$ 1,242,476</b>	<b>\$ 1,959,349</b>

**PROGRAM DESCRIPTION**

Chapter 505 of the Texas Local Government Code authorizes the use of Type B economic development sales tax for public park purposes and events through a development corporation appointed by City Council. The DPCDC is a Type B Corporation, and in accordance with state law, the City has adopted a 0.50% sales tax to fund the projects approved by the voters on May 9, 2015.

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

DESCRIPTION	ACTUAL 17-18	BUDGET 18-19	ESTIMATED 18-19	PROPOSED 19-20
<b>4200 SERVICES</b>				
4201 Public Notices	\$ -	\$ 1,900	\$ -	\$ 1,900
4239 Audit Fee	2,000	2,000	2,000	2,000
4250 Training & Travel	-	500	-	500
<b>Total Services</b>	<b><u>2,000</u></b>	<b><u>4,400</u></b>	<b><u>2,000</u></b>	<b><u>4,400</u></b>
<b>4300 SUPPLIES</b>				
4301 Office Supplies	-	100	-	100
4305 Printing	-	2,200	-	3,300
4307 Postage	-	100	-	100
<b>Total Supplies</b>	<b><u>-</u></b>	<b><u>2,400</u></b>	<b><u>-</u></b>	<b><u>3,500</u></b>
<b>4500 OTHER OPERATING EXP.</b>				
4525 Other Bond Related Fees	-	118,000	-	118,000
4530 Operating Transfers	2,024,358	1,307,126	1,215,476	1,308,449
4591 Pay-As-You-Go	<u>751,480</u>	<u>100,000</u>	<u>25,000</u>	<u>525,000</u>
<b>Total Operating Transfers</b>	<b><u>2,775,838</u></b>	<b><u>1,525,126</u></b>	<b><u>1,240,476</u></b>	<b><u>1,951,449</u></b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 2,777,838</b>	<b>\$ 1,531,926</b>	<b>\$ 1,242,476</b>	<b>\$ 1,959,349</b>

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

DESCRIPTION		PROPOSED 19-20												
<b>4200 Services</b>														
4201 Public Notices	Estimate for two public hearings (\$100); bid notice (\$1,600); miscellaneous other (\$200)	\$ 1,900												
4239 Audit Fee	DPCDC share of annual audit costs (apportioned as a flat fee, similar to special revenue districts)	2,000												
4250 Training & Travel	Estimate for legislative training, etc.	500												
<b>4300 Supplies</b>														
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												
<b>4500 Other Operating Transfers</b>														
4525 Other Bond Related Fees	Estimated issuance costs - Proposed Series 2020: Est. Issuance Costs (@ 2% PAR) 117,000 Est. 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>Series 2016</td><td>Series 2017</td><td>Series 2020 (Proposed)</td></tr><tr><td>Principal</td><td>680,000</td><td>425,000</td><td>-</td></tr><tr><td>Interest</td><td>73,856</td><td>37,942</td><td>91,651</td></tr></table>		Series 2016	Series 2017	Series 2020 (Proposed)	Principal	680,000	425,000	-	Interest	73,856	37,942	91,651	1,308,449
	Series 2016	Series 2017	Series 2020 (Proposed)											
Principal	680,000	425,000	-											
Interest	73,856	37,942	91,651											
	Project costs will be paid through the capital projects (bond fund), with the pay-as-you-go funding to be handled via an operating transfer to that bond fund, with the 2019 estimates as follows: <table><tr><td>Hike &amp; Bike Trails</td><td>525,000</td></tr></table> (architectural design & construction)	Hike & Bike Trails	525,000	525,000										
Hike & Bike Trails	525,000													

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

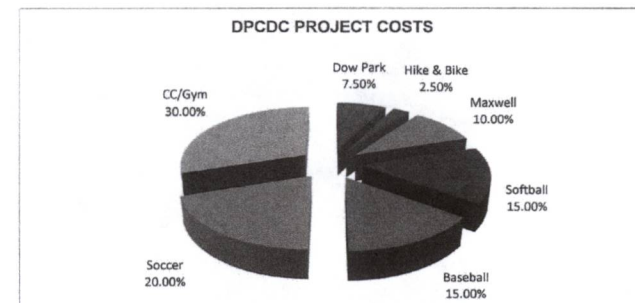
On May 9, 2015, the voters approved a dedicated 0.50% sales tax for the following projects, the costs of which were enumerated in the Proposition in an amount not exceed \$20,000,000. This amount is for the construction, renovation, acquisition, equipment and improvement of the projects and is exclusive of the costs of financing. Project costs will be recorded in the respective bond funds (for each debt issuance to be funded by the Type B sales and use tax) or in the DPCDC Fund (for the project costs funded by pay as you go):

Projects (Design & Construction):

Dow Park Pavilion	\$ 1,500,000	7.50%
Hike and Bike Trail Development	500,000	2.50%
Maxwell Center Expansion and Parking Lot	2,000,000	10.00%
Girls Softball Renovations at Youth Sports Complex	3,000,000	15.00%
Deer Park Baseball Development and Renovation including, but not limited to, Spencerview	3,000,000	15.00%
Soccer Field Development	4,000,000	20.00%
Community Center and Gym Renovation and Expansion	6,000,000	30.00%
	<u>\$ 20,000,000</u>	<u>100.00%</u>

Source of Funds:

Certificates of Obligation, Series 2016	\$ 9,450,000	47.25%
Proposed Certificates of Obligation, Series 2017	2,700,000	13.50%
Proposed Certificates of Obligation, Series 2018	5,850,000	29.25%
Pay As You Go	2,000,000	10.00%
	<u>\$ 20,000,000</u>	<u>100.00%</u>



DEER PARK COMMUNITY DEVELOPMENT CORPORATION (DPCDC)  
2019-2020 ANNUAL BUDGET  
ANNUAL DEBT SERVICE PAYMENTS

CERTIFICATES OF OBLIGATION, SERIES 2016  
(Issued by the City of Deer Park)  
\$9,450,000 dated February 16, 2016  
Interest Rate: 1.59%

DUE IN FISCAL YEAR	INTEREST RATE	DUE MAR. 15		DUE SEP. 15		ANNUAL TOTAL
		PRINCIPAL	INTEREST	INTEREST		
2020	4.250%	\$ 680,000.00	\$ 39,630.75	\$ 34,224.75	\$	753,855.50
2021	4.250%	690,000.00	34,224.75	28,739.25		752,964.00
2022	4.250%	700,000.00	28,739.25	23,174.25		751,913.50
2023	4.250%	710,000.00	23,174.25	17,529.75		750,704.00
2024	4.250%	725,000.00	17,529.75	11,766.00		754,295.75
2025	4.250%	735,000.00	11,766.00	5,922.75		752,688.75
2026	4.250%	745,000.00	5,922.75	-		750,922.75
TOTAL		\$ 4,985,000.00	\$ 160,987.50	\$ 121,356.75	\$	5,267,344.25

DEER PARK COMMUNITY DEVELOPMENT CORPORATION (DPCDC)  
2019-2020 ANNUAL BUDGET  
ANNUAL DEBT SERVICE PAYMENTS

CERTIFICATES OF OBLIGATION, SERIES 2017  
(Issued by the City of Deer Park)  
\$2,700,000 dated February 14, 2017  
Interest Rate: 1.89%

DUE IN FISCAL YEAR	INTEREST RATE	DUE MAR. 15		DUE SEP. 15		ANNUAL TOTAL
		PRINCIPAL	INTEREST	INTEREST		
2020	1.890%	\$ 425,000.00	\$ 20,979.00	\$ 16,962.75	\$	462,941.75
2021	1.890%	435,000.00	16,962.75	12,852.00		464,814.75
2022	1.890%	445,000.00	12,852.00	8,646.75		466,498.75
2023	1.890%	455,000.00	8,646.75	4,347.00		467,993.75
2024	1.890%	460,000.00	4,347.00	-		464,347.00
TOTAL		\$ 2,220,000.00	\$ 63,787.50	\$ 42,808.50	\$	2,326,596.00

CITY OF DEER PARK  
2019-2020 ANNUAL BUDGET  
ANNUAL DEBT SERVICE PAYMENTS

PROPOSED CERTIFICATES OF OBLIGATION, SERIES 2020  
(To be issued by the City of Deer Park)  
\$5,850,000 dated February 18, 2020  
Interest Rate: 3.00%

DUE IN FISCAL YEAR	INTEREST RATE	DUE MAR. 15		DUE SEP. 15	ANNUAL TOTAL
		PRINCIPAL	INTEREST	INTEREST	
2020	3.000%	\$ -	\$ -	\$ 91,651.00	\$ 91,651.00
2021	3.000%	1,455,000.00	87,750.00	65,925.00	1,608,675.00
2022	3.000%	1,500,000.00	65,925.00	43,425.00	1,609,350.00
2023	3.000%	1,545,000.00	43,425.00	20,250.00	1,608,675.00
2024	3.000%	1,350,000.00	20,250.00	-	1,370,250.00
TOTAL		\$ 5,850,000.00	\$ 217,350.00	\$ 221,251.00	\$ 6,288,601.00

This debt represents the final portion of the debt issuance approved for the Deer Park Community Development Corporation, and is being issued to fund renovations and expansion of the Community Center and Gym. This issuance will be handled via private placement following a competitive bidding process.