

Waxahachie Community Development Corporation  
August 23, 2018

A special meeting of the Waxahachie Community Development Corporation was held on Thursday, August 23, 2018 at 2:00 p.m. in the Council Conference Room at City Hall, 401 S. Rogers, Waxahachie, Texas.

Members Present: John Sanders, President  
Mike Ramsey, Vice President  
Kevin Strength, Mayor  
Michael Scott, City Manager  
Bob Lynn  
Daniel Morton  
Layne Ballard

Ex-Officio Lori Cartwright, City Secretary  
Members Present: Charles Harris, Director of Finance  
Sandy King, President/CEO Chamber of Commerce

Others Present: Albert Lawrence, Assistant City Manager  
Laurie Mosley, Director of Convention & Visitors Bureau  
John Smith, Director of Parks and Recreation  
James Villarreal, Recreational Superintendent  
Chris Seale, Horticulturist

## **1. Call to Order**

President John Sanders called the meeting to order.

## **2. Discuss Sports Complex Parking Lot**

City Manager Michael Scott reported at the last board meeting, the Corporation's budget that was presented did not include the parking lot at the Sports Complex. Staff was tasked to come back and recap projects completed as well as projects pending. He stated last year at this time, we talked about breaking this project into a number of phases and staff made as much headway with the dollars tasked last year. Mr. Scott stated James Villarreal, Recreational Superintendent, got back with the engineering firm and refreshed the numbers for fiscal year 2018-2019 noting those were distributed to the board last week.

Mr. Villarreal recapped projects completed last year that included three phases in general being the service road entrance and triangle, Broadhead Road entrance, and Park Place entrance. Mr. Villarreal stated in last year's budget \$550,000 was allocated for the service road entrance and seal coating of the large parking lot. He stated the concrete parking with curb, gutter and striping, and the dumpster area were completed earlier this year.

Mr. Villarreal presented projected parking lot cost for the Broadhead Road entrance being asphalt, curb and gutter totals \$420,072. The cost for the service road new parking lot totals \$299,294 and the Park Place parking totals \$662,676. He stated the Broadhead entrance is used by the majority of attendees and participants and recommended moving forward with the entrance and budget for the Park Place entrance parking and service road parking in next year's budget.

President Sanders asked Mr. Villarreal to review the requested service enhancements for the upcoming fiscal year. Mr. Villarreal stated sprigging two baseball fields, north of the park near the dumpster area, and outside the fence at Park Place totaling \$117,000. He stated the request for a new employee is in the budget.

*{Mayor Kevin Strength arrived at 2:16 p.m.}*

Discussion was held pertaining to allocating funds for the next phase of projects at the Sports Complex. President Sanders stated earmarking approximately \$500,000 for fiscal year 2018-2019 is a large amount based on the cash the Corporation currently has. He recommended re-visiting earmarking funds in the spring with a budget adjustment keeping it as part of the request but don't take action at this time. Mayor Kevin Strength concurred.

Mr. Layne Ballard asked Mr. Villarreal what the time-frame to get the work done if the board re-addresses the request in April 2019. Mr. Villarreal stated June would be the best time due to soccer games being over.

Mr. John Smith, Director of Parks and Recreation, recommended approving engineering of \$55,000 for the Broadhead entrance and to look at a budget review in March 2019 so the project can start first of June.

### **3. Consider Waxahachie Community Development Corporation 2018-2019 fiscal year budget**

Mr. Scott stated at the last meeting staff presented year end numbers, next year numbers and talked about the parking lot at the Sports Complex. He recommended the proposed budget as presented at the last meeting with the following amendments:

- \$55,000 for Kimley- Horn professional services for Broadhead road entrance to Sports Complex
- \$300,000 associates with funding of the Amphitheater
- \$40,000 increase for Christmas decorations
- \$10,000 for Oak Lawn tree project
- \$10,000 for City Hall landscape enhancements

#### **Action:**

*President John Sanders moved to approve the Waxahachie Community Development Corporation budget subject to amendments presented by City Manager Michael Scott. Mayor Kevin Strength seconded, All Ayes.*

Mr. Mike Ramsey referenced the Sports Complex and suggested naming the Sports Complex after Councilmember Chuck Beatty. The board will hold discussion at their next meeting.

### **4. Discuss downtown amphitheater project and take any necessary action**

President Sanders presented an update noting the recent bid process generated five (5) bids ranging from \$3.5 million to over \$5 million. He stated since that time city staff and Halff and

Associates have been involved trying to figure out what can be done to adjust the project cost. President Sanders stated David Buchanan, Halff and Associates, is present to review multiple design concepts to adjust the cost and allow us to get to the \$3 million that we have funded through the bond issue.

Mr. Buchanan presented five (5) different options and alternatives to include removing the Flat Street connection, reducing capacity, alternating paving to concrete, reduce bollards, shifting the venue to the north, and less table seating.

After reviewing the options, President Sanders stated none of the versions met the monies that were funded. He stated Mr. Buchanan feels there is a lot of opportunity of grants for the trellis project. President Sanders stated if we elect to not do the Flat Street now, and enroll into the grant program, we might be able to continue the trellis and allow us to ask for approximately \$300,000 and complete the project except Flat Street. He recommended proposed project 1.1 to include alternate of paving to concrete, reduce the bollard space to ten (10') foot on center; remove Flat Street connection and no loss of seating and work towards a grant program for Flat Street.

Mr. Buchanan stated the grant program is normally 80/20 match and are geared to transportation and we can look at this to see how it will connect to the downtown area. He stated the grant needs to have the validity and be specific.

**Action:**

*President Sanders moved to accept project 1.1 and add \$300,000 to the total amphitheater project. Mayor Kevin Strength seconded.*

Mr. Scott asked for clarification noting the additional funding will be considered in item 3. He stated the board needs to accept the bid with the caveat that we are going to reduce the scope to recommendation 1.1 as outlined by Halff and Associates.

President Sanders rescinded his first motion, Mayor Strength rescinded his second.

**Action:**

*President John Sanders moved to approve recommended bid and revise the scope to meet the requirements to, at the present time remove the Flat Street extension from the bid and electrical and lighting associated with the extension. Mr. Dan Morton seconded, **All Ayes.***

**5. Adjourn**

*There being no further business, Mr. Dan Morton moved the meeting adjourn at 3:28 p.m. Vice President Mike Ramsey seconded, **All Ayes.***

Respectfully submitted,

Lori Cartwright  
City Secretary