

Waxahachie Community Development Corporation
April 11, 2017

A regular meeting of the Waxahachie Community Development Corporation was held on Tuesday, April 11, 2017 at 3:00 p.m. in the Council Conference Room, 401 S. Rogers, Waxahachie, Texas.

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

Ex-Officio Lori Saunders, City Secretary
Member Present: Pete Havel, President, Chamber of Commerce

Ex-Officio
Member Absent: Charles Harris, Director of Finance

Others Present: Michael Scott, Assistant City Manager
Steve Chapman, City Attorney
John Smith, Director of Parks and Recreation
Laurie Mosley, Director of Convention & Visitors Bureau
April Ortiz, Civic Center Director
James Villarreal, Recreational Superintendent
Chris Seale, Horticulturist

President John Sanders called the meeting to order.

Mr. Daniel Morton moved to approve minutes of the WCDC meeting of March 14, 2017.
Vice-President Mike Ramsey seconded, **All Ayes.**

Ms. Laurie Mosley, Director of Convention and Visitors Bureau (CVB), requested funds to sponsor Level "A" tier disc golf tournament. Mr. Dan Rowan reported the tournament is a three day event with approximately 115 players.

President Sanders asked the cost of the event and how many players from outside the city are expected to participate. Mr. Rowan reported approximately 50% players outside the city will participate. He stated players pay a fee to play and monies are raised through mini tournaments and he receives sponsorship.

Ms. Mosley requested sponsoring \$2,000 noting CVB will promote and help bring disc golf enthusiast players to Waxahachie.

Mr. Dan Morton stated Mr. Rowan maintains the disc golf course. Mr. Rowan stated they do maintain the baskets and signage and pick up trash to keep the course clean.

Mr. Layne Ballard asked if it is appropriate for WCDC to have a sponsor sign that can be used at different events. Ms. Mosley stated she has signs that are interchangeable.

After further discussion, President Sanders moved to approve CVB Sponsorship of \$2,000 for a Level "A" tier disc golf tournament as presented. Mr. Layne Ballard seconded, **All Ayes.**

{Mayor Strength arrived at 3:20 p.m.}

President Sanders stated last month the Board discussed what it takes to take the Amphitheater project to the next level and getting soft cost started as the city looks at bond funding. He stated one study is FEMA and the Corp of Engineers.

Mr. Jim Phillips, 606 West Marvin, Waxahachie, working in conjunction with the 2016 Class of Leadership Waxahachie, recapped the process of making it a viable project. He stated the hurdle is going before Corp of Engineers and getting on their agenda takes approximately two months.

Mr. David Buchanan, Halff Associates, Inc., presented a rendering of the Amphitheater reviewing the connectivity downtown noting it will be designed to handle flooding. He provided a brief summary and description of scope that will be included in the contract. The breakdown provided clarification on what is being proposed and how things would move forward.

Discussion was held pertaining to access to stage for unloading and loading of stage equipment, cost of lawn maintenance and color change out in flower beds.

Discussion was held pertaining to the splash pad. Mr. John Smith, Director of Parks and Recreation, stated maintenance will be low basically replacing parts.

Mr. Layne Ballard expressed concern with the splash pad being right at the stage. President Sanders referenced downtown Fort Worth with seating, splash pad, and stages', noting it works together. Mr. Buchanan stated there will be a lot of things to consider when the project starts to develop. Mr. Ballard asked the City's liability if a person gets hurt on the splash pad. City Manager, Paul Stevens, stated liability compared to a swimming pool won't be greater noting more cities are going to splash pads.

President Sanders recapped the total cost of the Amphitheater park being approximately \$3.0M. He stated approximately \$360K will be the contract with Halff Associates, Inc.

After further discussion, President Sanders moved to approve funding up to \$400K for engineering to be performed by Halff Associates, Inc. with prioritization of those initial costs to be utilized for securing approval from FEMA and Corp of Engineers in terms of priority status before additional dollars are spent on final engineering. Mayor Kevin Strength seconded, **All Ayes.**

City Manager Paul Stevens presented Resolution declaring intent to reimburse expenditures with proceeds of future debt for the purpose of addition of an Amphitheater and various Parks and Recreation improvements. He explained this is a process bonding to use fund balance to get the project started. Once bonds are issued for the project we can reimburse ourselves. Mr. Stevens stated the amount is not to exceed \$400K.

RESOLUTION

A RESOLUTION DECLARING INTENT TO REIMBURSE EXPENDITURES WITH PROCEEDS OF FUTURE DEBT FOR THE PURPOSE OF THE ADDITION OF AN AMPHITHEATER AND VARIOUS PARKS AND RECREATION IMPROVEMENTS

WHEREAS, the City of Waxahachie (the “City”) intends to issue debt to finance cost to be incurred for the purpose of the addition of an Amphitheater and various parks and recreation improvements prior to the issuance of such debt with the expectation that such expenditures are to be reimbursed with proceeds of such debt; and

WHEREAS, Treas. Reg. § 1.150-2 (the “Regulation”) provides that to fund such reimbursement with proceeds of tax-exempt obligations the City must declare its expectation to make such reimbursement; and

WHEREAS, the City desires to preserve its ability to reimburse the expenditures with proceeds of tax-exempt obligations; and

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF WAXAHACHIE, TEXAS:

SECTION 1

That the City reasonable expects to reimburse the Waxahachie Community Development Corporation (WCDC) Fund with proceeds of debt hereafter to be issued by the City, and this resolution shall constitute a declaration of official intend under the Regulation.

SECTION 2

That the City Manager is authorized to take those steps reasonable and necessary to comply with the intent of this resolution including a loan from WCDC Funds in an amount not to exceed \$400,000.

SECTION 3

That this resolution shall take effect immediately from and after the date of passage.

President Sanders moved to approve Resolution as presented. Vice-President Mike Ramsey seconded, **All Ayes.**

Mr. Bob Lynn presented a Professional Services Agreement for Civic Center Plaza. He reported the Scope of Services the design and construction documentation of two plaza areas. The eastern plaza is approximately 1,800 square feet. Design elements within the eastern plaza will include a large planter configured as a scaled replica of the Waxahachie Civic Center logo which will also serve as public seating. Additional raised planter will be incorporated into the eastern as accents.

Additionally, the raised planter located closest to and visible from the parking lot will have a sign mounted to the vertical face. A fountain/water feature is envisioned in the smaller western plaza.

Mr. Stevens stated we are at the point of needing an architect to get it bid out and constructed. He stated Dunkin, Sims, Stoffels, Inc. does a lot of work for the city and would be great for this project getting to a point of constructing the plazas.

Mr. Lynn stated, at this time we don't have an expense and will have opportunities to have sponsorship logos to offset the cost. Mr. Stevens stated \$90K is in the budget.

After a brief discussion, Mayor Kevin Strength moved to approve Professional Services Agreement with Dunkin, Sims, Stoffels, Inc. for Civic Center Plazas as presented. President Sanders seconded, **All Ayes.**

City Attorney Steve Chapman reviewed Local Government Codes pertaining to rules regarding vendor conflicts. He stated Local Government Code 171 pertains to voting and if a member has a conflict of interest, they would fill out a Substantial Interest Affidavit prior to the agenda item and recuse themselves from participating and voting. Local Government Code 176 Section 176.003 pertains to work done and requires government officer shall file a conflicts disclosure statement with respect to a vendor if the vendor enters into a contract with the local governmental entity or the local governmental entity is considering entering into a contract with the vendor; and the vendor. Mr. Chapman reviewed the Section in detail and stated a Conflict Disclosure Statement would be required.

No action taken.

Mr. James Villarreal, Recreational Superintendent presented an update on fields and landscaping improvement in the common areas at Sports Complex. He reported maintenance to the Common Area March through May includes sprigging. Landscaping throughout the Sports Complex is currently underway.

Mr. Villarreal stated Halff Associates will conduct a detailed traffic study April 21-22, 2017. Actual cost for the study is \$16,700. He provided pictures of the dumpster enclosure project noting the drive is poured and the poles are up. Mr. Villarreal overhead view of areas they are capturing where landscape will be planted to dress up the Sports Complex. He stated the city may want to consider hiring an irrigator due to a lot of time is spent going throughout the city pertaining to just irrigation and repairs.

No action taken.

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Citizens' Petition and Request:

Mr. John Smith, Director of Parks and Recreation announced the splash pad will be installed (George brown plaza) this month and the last of the playground equipment is being installed g up at Brown Chiles Park.

There being no further business, Mr. Layne Ballard moved the meeting adjourn at 4:45 p.m.
City Manager Paul Stevens seconded, **All Ayes.**

Respectfully submitted,

Lori Saunders
City Secretary