

Waxahachie Community Development Corporation
August 8, 2017

A regular meeting of the Waxahachie Community Development Corporation was held on Tuesday, August 8, 2017 at 2:00 p.m. in the City Council Conference Room, 401 S. Rogers, Waxahachie, Texas.

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

Board Members Absent: Layne Ballard

Ex-Officio Members: Lori Saunders, Secretary
 Charles Harris, Treasurer

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

President John Sanders called the meeting to order.

Mr. Daniel Morton moved to approve minutes of the WCDC meetings of May 9, 2017 and June 5, 2017. Vice President Mike Ramsey seconded, **All Ayes.**

Mr. Dean Stuller, Halff Associates, presented a Traffic Study at Sports Complex. He stated the purpose of the study was to examine the impact of cut-through traffic; identify options to improve traffic flow and safety within the park; and, evaluate level of service at the intersections of US 287 and Broadhead Road due to the impact of ongoing residential developments. Mr. Stuller reviewed data collection and results and recommended for US 287 at Broadhead Road to construct an additional lane between the bridge over US 287 and northbound Frontage Road, and signalize both northbound and southbound frontage roads within years. He reviewed park operations and recommended 4 different options for traffic within the Sports Complex. In summary, Mr. Stuller recommended to keep the park open to cut through traffic as it exists today; realign the Spine Road within the park at the “dog-leg” intersections and widen to minimum of 24’ throughout the complex; restripe parking in areas that are faded or missing; and, stripe and signage at all crosswalks where pedestrians path crosses Spine Road or one-way drive.

After further discussion, Vice President Mike Ramsey moved to allocate \$550,000 to construct new parking lot off of one-way road, restripe parking from Frontage Road gate to Park Place, and fill in pot holes with concrete. Mr. Dan Morton seconded, **All Ayes.**

Mr. Bob Stoffels, Dunkin, Sims, Stoffels, Inc. presented enhanced designs for plaza areas at the Civic Center. He referenced the west entry of the Center and presented Concept 1 being a small out cove area depicting a sitting bench with landscaping. He presented a sugar kettle bowl fountain with a bubble jet. Concept 2 for the plaza area includes a rectangular fountain with 3 bubble jets and a 3 seating area facing the fountain with landscape beds.

Mr. Stoffels referenced the east entry of the Center and presented design Concept 1 being the Civic Center star and banner raised on historic concrete pavers surrounded by patterned concrete pavement. The area will have landscape beds and a raised planter with a Civic Center sign. Concept 2 will include 2 raised bed planters with Civic Center sign, landscape beds, raised Civic Center star and banner on historic concrete pavers, and exposed aggregate pavement.

Mr. Stoffels presented Civic Center sign concepts being in cast stone and set in brick noting he is working with someone on lighting.

Discussion was held and Mr. Stoffels stated the cost factor for Concept 1 on the west entry is approximately \$125,000 and cost factor for Concept 1 on the east entry is approximately \$325,000. Mr. Stoffels stated once he receives direction from the Board he will start the design details and survey and construction documents can be completed this year. He explained an onsite survey will be needed that is not part of the contract and will cost approximately \$5,000.

After further discussion, President John Sanders moved to approve up to \$450,000 for designs for Concept #1 and Concept #1 related to the east and west entrances for further review once the detailed designs are completed. Mr. Daniel Morton seconded, **All Ayes.**

Mr. Bob Stoffels, Dunkin, Sims, Stoffels, Inc. reviewed the Little Creek Trail project. Trails reviewed were: Solon Trailhead; Northgate Trailhead; HEB Trailhead; Chapman North Trailhead; Chapman Central Trailhead; Brown Street Trailhead; Brown/Singleton North Trailhead; Brown/Singleton South Trailhead with Farley Street Connection.

Mr. Stoffels reported a flood plain study will take 6-8 weeks and explained once completed and plans go out for bid, construction time will begin in approximately 8 months.

No action taken.

Mr. Charles Harris, Director of Finance, presented the Waxahachie Community Development Corporation 2017-2018 fiscal-year budget. He stated staff will receive a sales tax allocation this week and therefore will continue to make changes and explained because of this, with the Boards permission it will need to be included in the Boards statements noting he doesn't expect anything significant. Mr. Harris stated revenues are ahead of budget due to sales tax and noted the rainy day fund has \$1.6 million balance.

Mr. Paul Stevens, City Manager, noted there is not a lot of capital replacement for this year.

Mr. Harris reviewed the Hotel/Motel fund, Civic Center Department, Sports Complex Department, and Community Beautification Department.

Discussion was held pertaining to the Sports Complex. Mr. James Villarreal, Recreational Superintendent, reported an unexpected transpired when the new grass this summer was turning brown and was told it was being mowed to high. He requested funds for a pull behind mower that will go behind a gator to cut grass lower noting the cost is \$10,000. Mr. Villarreal requested additional monies in the amount of \$15,000 for landscaping.

President Sanders questioned the proposed budgeted revenues for the Sports Complex noting they are less than last year. He stated revenues need to be set higher in order to work toward that goal. Mr. Harris stated realistically the revenues haven't been met by setting them higher and therefore, he cannot budget for unreachable revenues.

After a lengthy discussion, President Sanders moved to include in the Sports Complex Budget \$10,000 for a pull behind mower, \$15,000 for landscaping, and, subject to possible revision of sales tax. Mr. Daniel Morton seconded, **All Ayes.**

Citizens' Petitions and Requests:

None

There being no further business, the meeting adjourned at 5:50 p.m.

Respectfully submitted,

Lori Saunders
City Secretary