

A G E N D A

A regular meeting of the Waxahachie Community Development Corporation (WCDC) to be held in the Council Chamber at City Hall, 401 S. Rogers, Waxahachie, Texas on ***Tuesday, November 10, 2020 at 3:00 p.m.***

Board Members: Daniel Morton, President
Bob Lynn, Vice President
David Hill, Mayor
Michael Scott, City Manager
Judy Demoney
Elizabeth Tull
David McSpadden

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

1. Call to Order
2. ***Public Comments:*** Persons may address the Waxahachie Community Development Corporation on any issues. This is the appropriate time for citizens to address the Corporation on any concern whether on this agenda or not. In accordance with the State of Texas Open Meetings Act, the Corporation may not comment or deliberate such statements during this period, except as authorized by Section 551.042, Texas Government Code.
3. Approval of minutes of the Waxahachie Community Development Corporation meeting of October 13, 2020
4. Consider award of bid to Sports Fields, Inc. for Waxahachie Sports Complex synthetic turf improvements
5. Consider future meeting schedule for WCDC Board
6. Adjourn

The Board of Directors of the Waxahachie Community Development Corporation reserves the right to go into Executive Session on any posted item.

This meeting location is wheelchair-accessible. Parking for mobility impaired persons is available. Any request for sign interpretive services must be made forty-eight hours ahead of the meeting. To make arrangements, call the City Secretary at (469) 309-4005 or (TDD) 1-800-RELAYTX.

Notice of Potential Quorum
One or more members of the Waxahachie City Council may be present at this meeting.
No action will be taken by the City Council at this meeting.

A regular meeting of the Waxahachie Community Development Corporation (WCDC) was held in the Council Chamber at City Hall, 401 S. Rogers, Waxahachie, Texas on Tuesday, October 13, 2020 at 3:00 p.m.

Members Present: Daniel Morton, President
Bob Lynn, Vice President
David Hill, Mayor
Michael Scott, City Manager
Judy Demoney
Elizabeth Tull

Member Absent: David McSpadden

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

Ex-Officio
Member Absent: Chad Tustison, Director of Finance

Others Present: Laurie Mosley, Director of Convention & Visitors Bureau
April Ortiz, Civic Center Director
James Villarreal, Assistant Director Sports Complex
Chris Seale, Horticulturist

1. Call to Order

President Dan Morton called the meeting to order.

2. Public Comments

Director of Economic Development Warren Kettelman reported he has visited with numerous businesses around town and several are hiring now and in the near future. He reported Walgreens is looking to hire 100 people and Dart Container is looking to hire 93 people. He stated Waxahachie has no closures in the restaurant businesses due to COVID.

President/CEO of the Chamber of Commerce Sandy King stated the temporary agency called and is looking to fill open positions.

City Manager Michael Scott reported on sales tax numbers noting August sales tax was 11.5% over the same period a year ago. He explained a month ago, if given the same report, we are approximately 19% and are out pacing our revised budget numbers as we are coming down the wire on our fiscal year. Mr. Scott stated we recovered a lot faster than what we anticipated.

3. Reorganize the Board

Action:

City Manager Michael Scott nominated Mr. Dan Morton as President and Mr. Bob Lynn as Vice President. Mayor David Hill seconded, All Ayes.

4. Approval of minutes of the Waxahachie Community Development Corporation meeting of September 8, 2020

Action:

Mayor David Hill moved to approve minutes of the WCDC meeting of September 8, 2020. Ms. Elizabeth Tull seconded, All Ayes.

5. Hear update of activities from Convention & Visitors Bureau Director

Director of Convention and Visitors Bureau Laurie Mosley presented her report. She reviewed the following upcoming events to include:

- Texas Country Reporter Festival Virtual Market will be online the entire month of October
- NHRA Fall Nationals – October 14-18, Texas Motorplex
- Ellis County Livestock Show & Rodeo – October 22-24, Ellis County Expo Center
- Trick or Treat on the Square – October 29, participating downtown merchants
- WHS Homecoming Weekend – October 30-31

6. Hear update of activities at the Civic Center

Civic Center Director April Ortiz presented her report noting she is continuing to follow the CDC recommended health protocols and the standard health protocol checklist provided on Governor's Abbott Open Texas website. She reported October has 21 events booked and 10 events are booked for November. She reported the Ellis County Veterans Ceremony slated for November 14 will be an abbreviated program this year outside by the memorial and will end with a gun salute and a fly over.

7. Hear update of Community Beautification

Horticulturist Chris Seale reviewed fall displays and color change outs. He reported current projects include irrigation and landscaping at the South East Parking Lot and irrigation and tree planting at Chapman Park.

8. Hear update of activities at the Sports Complex

Sports Complex Assistant Director James Villarreal reported October is booked with nine (9) tournaments and/or individual games. He stated leagues are booked to playing weekly. He highlighted the Keepers of the Peace First Responder National Slow Pitch tournament noting the 31 teams came across the United States to play at the Sports Complex when they usually play in Las Vegas. He stated the tournament was very successful and the teams spoke of returning next year. He reported Synthetic Turf Improvements Project Phase I sealed bids will be received and opened on November 3, 2020.

(3)

9. Discuss and consider site preparation of 1601 W. Highway 287, Waxahachie, TX 75165 for future economic development opportunities

Assistant City Manager Albert Lawrence presented a \$322,525 quote from J&K Excavation, LLC for site preparation of 1601 W. Highway 287. He noted the site will also need to be seeded for re-vegetation which is not part of the quote. He recommended WCDC approve the project at an expense not to exceed \$350,000. Mr. Lawrence stated the proposed \$350,000 expenditure would be funded out of the WCDC unrestricted reserve balance and not the General Fund. He stated the WCDC has a sufficient fund balance to cover the expenditure.

Action:

Ms. Judy Demoney moved to approve as presented. Vice President Bob Lynn seconded, All Ayes.

10. Adjourn

Vice President Bob Lynn suggested the WCDC meet every two months instead of monthly. City Manager Michael Scott stated the WCDC can consider the option at their next meeting.

There being no further business, Mayor David Hill moved the meeting adjourn at 4:06 p.m. Ms. Judy Demoney seconded, All Ayes.

Respectfully submitted,

Lori Cartwright
City Secretary

(4)



Memorandum

To: Waxahachie Community Development Corporation
 From: James Villarreal, Assistant Director Sports Complex
 Thru: Michael Scott, City Manager *[Signature]*
 Date: November 5, 2020
 Re: Consider Award of Bid to Sports Fields, Inc. for Waxahachie Sports Complex Synthetic Turf Improvements

Item Description: Consider award of bid to Sports Fields, Inc. for Waxahachie Sports Complex Synthetic Turf Improvements including two alternatives for \$483,960 plus up to a 10% contingency to account for unforeseen costs.

Item Summary: On Tuesday November 3, 2020 the City of Waxahachie held a bid opening for the Waxahachie Sports Complex Synthetic Turf Improvements Phase I. Six sealed bids were received and opened by Jeff Bresee from CEI Engineering. The base bids were tabulated as follows:

- Sports Fields, Inc. - \$491,014
- General Sports Surfaces - \$497,200
- Hellas - \$529,000
- Field Turf - \$671,630
- Shmoldts - \$807,000
- Paragon - \$831,135

The apparent lowest bidder was Sports Fields, Inc. with a base bid of \$491,014. The base bids did not include the alternates outlined in the proposal. However, staff recommends adding the following two alternates as part of the project: Alternate #1- additional green turf around infield - \$21,083; Alternate #3 - new chain link fence gates - \$4,313. The total cost of the project including the two alternates was \$516,410, however,

CEI Engineering reached out to Sports Fields, Inc. to see if any value engineering options could be presented for cost savings. Sports Fields, Inc. was able to do some value engineering by deleting the turf groomer and sweeper, as well as, using a non-thatched turf fiber for a total cost savings of \$32,450. The revised total cost of the project with the value engineering is \$458,564; with the alternates #1 and #3 the total revised cost is \$483,960.

(4)

Fiscal Impact: The current budgeted funds for this project total \$400,000 and are not sufficient to cover the costs of the project. If the bid is awarded with the two recommended alternates at \$483,960, additional funding of \$83,960, plus contingency, from the WDCDC unrestricted reserve will be necessary to cover the unbudgeted costs. There are sufficient funds in the reserve to cover this additional cost.