

# **A G E N D A**

A regular meeting of the Waxahachie Community Development Corporation to be held on **Tuesday, June 9, 2020 at 3:00 p.m.** in the Council Chamber, 401 South Rogers, Waxahachie, Texas.

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  
Charles Harris, 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 meetings of March 17, 2020 and April 14, 2020
4. Hear briefing on impacts of COVID-19 on WCDC revenues/budget
5. Hear update of activities from Convention & Visitors Bureau Director
6. Hear update of activities at the Civic Center
7. Hear update of Community Beautification
8. Hear update of activities at the Sports Complex
9. 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.***

Waxahachie Community Development Corporation  
March 17, 2020

A regular meeting of the Waxahachie Community Development Corporation was held on Tuesday, March 17, 2020 at 3:00 p.m. in the Council Chamber, 401 South Rogers, Waxahachie, Texas.

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

Members Absent: Bob Lynn, Vice President

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

Others Present: Laurie Mosley, Director of Convention & Visitors Bureau  
James Villarreal, Recreational Superintendent  
Chris Seale, Horticulturist

Others Absent: April Ortiz, Civic Center Director

**1. Call to Order**

President Dan Morton called the meeting to order.

**2. Public Comments**

None

**3. Approval of minutes of the Waxahachie Community Development Corporation meeting of January 14, 2020**

**Action:**

*Ms. Elizabeth Tull moved to approve minutes of the WCDC meeting of January 14, 2020. Mr. Dave McSpadden seconded, All Ayes.*

**4. Consider Waxahachie Community Development Corporation Financial Report for year ended September 30, 2019**

Finance Director Charles Harris presented the Waxahachie Community Development Corporation Financial Report for year ended September 30, 2019. He reviewed the Independent Auditor's report noting the financial statements presented fairly, in all material respects, the respective financial position of the governmental activities and each major fund of the Corporation, as of September 30, 2019, and the respective changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Highlights included:

- General Fund – Revenues and Expenditures in the adopted budget versus actual budget. Budget adjustments for the year included positive numbers in both accounts.
- Healthy fund balance to operate for 319 days.

**Action:**

*Mr. Dave McSpadden moved to accept the Waxahachie Community Development Corporation Financial Report for year ended September 30, 2019. Ms. Judy Demoney seconded, All Ayes.*

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

Ms. Laurie Mosley, Director of Convention & Visitors Bureau, reported the events listed in her report have been postponed due to the COVID-19 noting the events have been postponed and/or cancelled for at least eight weeks. April events are to be determined. She stated Waxahachie dominated the March 2020 issue of the Texas Monthly magazine with a story on Julie and Bruce Webb of the Webb Gallery with an ad promoting the city, a photo of Poston Gardens and advertorial promoting the upcoming events.

**6. Hear update of activities at the Civic Center**

Ms. Mosley reviewed events at the Civic Center noting January closed with 53 events and February closed with 51 events. She reviewed several events that were booked but will reschedule when allowed due to the COVID-19 Virus.

**7. Hear update of Community Beautification**

Mr. Chris Seal, Horticulturist, presented the following monthly report:

- Oaklawn Park Landscape installation of trees, flower beds, and earth planters
- Spring Park Landscape installation of trees/shrubs and boulders
- Poston Gardens donated 15,000 tulips to the Beautification Department
- More Hachie Heart Planters are installed

Current projects include Spring Color change outs and Broadhead Road Median. Mr. Seal stated he is currently working with getting a meter installed that will supply the median phase 4 with water for irrigation.

**8. Hear update of activities at the Sports Complex**

Mr. James Villarreal, Recreational Superintendent, reported March 7, 2020 the Complex hosted Lone Star Slow Pitch Softball (50 Teams) and American Sporting Events Baseball (20 Teams). The rest of the scheduled tournaments were cancelled due to the COVID-19 Virus. He stated wrought iron fence constructed along Park Place Boulevard entrance gate is under construction. He pointed out there will be 150 spaces of parking to the rear of the pond that was approved in the 2020 budget.

City Manager Michael Scott stated because of the COVID-19 Virus the city will cancel meetings for the next eight (8) weeks and will meet only as needed.

(3)

Waxahachie Community Development Corporation

March 17, 2020

Page 3

**9. Adjourn**

*There being no further business, Ms. Elizabeth Tull moved the meeting adjourn at 3:54 p.m. Mr. Dave McSpadden seconded, All Ayes.*

Respectfully submitted,

Lori Cartwright  
City Secretary

Waxahachie Community Development Corporation  
April 14, 2020

A regular meeting of the Waxahachie Community Development Corporation was held via teleconference on Tuesday, April 14, 2020 at 3:00 p.m. in the Council Chamber, 401 South Rogers, Waxahachie, Texas.

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

Ex-Officio Lori Cartwright, City Secretary  
Members Present: Charles Harris, Director of Finance

Ex-Officio Member Sandy King, President/CEO Chamber of Commerce  
Absent:

Others Present: James Villarreal, Assistant Director of Sports Complex  
John Smith, Director of Parks and Recreation  
Misty Christian, Kimley-Horn  
Albert Lawrence, Assistant City Manager

**1. Call to Order**

President Dan Morton called the meeting to order. Mr. Morton did a roll call for members in attendance via teleconference. All members were present via teleconference.

**2. Consider award of contract for Waxahachie Sports Complex Parking Lot Phase III**

Mr. James Villarreal, Assistant Director of Sports Complex, reported Alternate #1 is the base bid from the parking lot entering the south entrance and will be approximately 158 new spaces. It also includes tying in some sidewalks behind the baseball fields to look more complete. Alternate #3 is the large parking lot between the softball fields and football field to clean up some drainage issues. The construction budget amount is \$730,497.92 and includes allocating monies for testing services and contingency. Mr. Villarreal stated \$748,000 was in the FY19-20 budget for the construction phase of this project. Staff recommended approval.

**Action:**

*Ms. Judy Demoney moved to award the bid to SPI Asphalt in the total amount of \$730,497.92 to include Alternate #1 and Alternate #3 as presented. Mr. Dave McSpadden seconded, All Ayes.*

Ms. Demoney asked the completion date of the project. Mr. Villarreal stated he is hoping for the first part of May 2020.

**3. Adjourn**

*There being no further business, Mrs. Elizabeth Tull called the meeting adjourn 3:21 p.m. Mr. Dave McSpadden seconded, All Ayes.*

(3)

Waxahachie Community Development Corporation

April 14, 2020

Page 2

Respectfully submitted,

Lori Cartwright

City Secretary