

**JOE RUSSELL
RANDALL BUCK
RITA BISHOP
JIRA SANSOM**



**JAMES BURGESS
GERONIMO HERNANDEZ**
VACANT

Venus Community Service Development Corporation

Monday, August 8, 2022, 6:00 PM

Venus Civic Center
210 South Walnut Street
Venus, Texas 76084

Page

1. Call to Order, Roll Call, Invocation, Pledge of Allegiance:

2. Public Comment Period:

Citizens may sign up before the meeting begins and will be allowed up to 3 minutes to address the Board.

3. Consent Agenda:

- 3.1. Approval of meeting minutes of the Venus Community Service Development Corporation for July 11, 2022.

I make a motion to approve/deny consent Agenda.

4. Consideration & action items:

- 4.1. Discuss and consider funding the purchase of Sandalwood Park located on Venus LaRue in an amount not to exceed \$51,000.00.

I make a motion to approve/deny the purchase of Sandalwood Park located on Venus LaRue in an amount not to exceed \$51,000.00.

5. Budget Workshop:

- 5.1. Discussion of Venus Community Service Development Corporation Fiscal Year 2022-2023 Budget.

3 - 14

[1 - 4B BUDGET 2022-2023.pdf](#)  [2 - Sandalwood Park-Venus Whirlx 8.3.22.pdf](#)  [3 - Venus Larue 01-03 With Bucket-Model.pdf](#)  [4 - 01-02-01.pdf](#)  [5 - 01-02-02.pdf](#)  [6 - 01-03-A.pdf](#) 

- 5.2. Comments and direction by Chair and Board Members to City Administrator.

6. Adjourn

In accordance with Texas Government Code, Section 551.001, et seq. the Venus Community Development Corporation may recess into Executive Session (closed meeting) at any time during this meeting to discuss matters listed on the agenda or if any of the following matters should arise during the course of the meeting §551.072 Consultations with Attorney; §551.072 Deliberations regarding Real Property, §551.074 Personnel Matters, §551.076 Deliberations regarding Security Devices, §551.087 Deliberations regarding Economic Development Negotiations.

This is to certify that a copy of this Notice of Meeting was posted on the bulletin board of City Hall, 700 W Hwy 67, Venus TX, at a place readily accessible to the general public at all times, and to the City's website, **www.cityofvenus.org**, not less than 72 hours prior to the meeting.

Callie Green,
City Secretary

If you plan to attend the public meeting and have a disability requiring accommodation, please make your request at least 48 hours in advance of the meeting, if possible. To make arrangements call (972) 366-3348 and leave a message if it is after hours. Thank you.

VENUS COMMUNITY SERVICES DEVELOPMENT CORPORATION (VCSDC) SUMMARY
STATEMENT OF REVENUE & EXPENDITURES
FIVE YEAR COMPARISON

	ACTUAL 2017-2018	ACTUAL 2018-2019	ACTUAL 2019-2020	PROJECTED 2020-2021	ADOPTED 2021-2022	PROPOSED 2022-2023	
REVENUES							
SALES TAXES	\$ 162,145	\$ 171,274	\$ 235,603	\$ 293,992	\$ 338,090	\$ 371,899	10%
CLEANING FEES	-	-	-	-	10,000	1,250	-88%
INTEREST EARNINGS	1,828	1,985	1,344	750	500	200	-60%
TOTAL REVENUES	163,973	173,259	236,947	294,742	348,590	373,349	7%
EXPENDITURES							
PERSONNEL COSTS	15,108	-	9,352	57,904	166,651	150,644	-10%
TRAINING						750	
SUPPLIES	962	1,025	812	4,753	7,250	8,550	18%
UTILITIES	10,768	10,414	9,560	14,170	6,100	6,100	0%
SMALL EQUIPMENT	489	-	13	1,000	-	-	0%
REPAIRS AND MAINTENANCE	45,760	17,258	10,156	9,800	2,500	10,000	300%
CONTRACTED SERVICES	-	-	4,203	10,430	26,994	20,418	-24%
DEPARTMENTAL	(139)	10	-	15,250	38,795	56,300	45%
CAPITAL EXPENDITURES	266,700	11,441	81,924	74,715	50,000	275,000	450%
TOTAL EXPENDITURES	339,648	40,148	116,020	188,022	298,290	527,762	77%
REVENUE OVER (UNDER) EXPENDITURES	(175,675)	133,111	120,927	106,720	50,300	(154,413)	-407%
OTHER FINANCING SOURCES (USES)							
TRANSFERS (TO) FROM OTHER GOVERNMENT	-	(50,000)	63,153	(50,000)	(50,000)	(50,000)	0%
CHANGE IN FUND BALANCE	(175,675)	83,111	184,080	56,720	300	(204,413)	-68283%
BEGINNING FUND BALANCE	219,456	43,781	126,892	321,546	378,266	378,566	0%
ENDING FUND BALANCE	\$ 43,781	\$ 126,892	\$ 310,972	\$ 378,266	\$ 378,566	\$ 174,153	-54%

30-VCSDC EXPENDITURES LINE-ITEM DETAIL

		ACTUAL	ACTUAL	ACTUAL	PROJECTED	ADOPTED	PROPOSED	
		2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	
EXPENDITURES								
PERSONNEL COSTS								
30-5-0000-0400	ED DIRECTOR	\$ -	\$ -	\$ -	\$ -	98,188	92,108	100%
30-5-0000-0400	PARKS PERSONNEL	15,108	-	9,352	57,904	68,463	58,536	18%
TOTAL PERSONNEL COSTS		15,108	-	9,352	57,904	166,651	150,644.00	188%
TRAVEL & TRAINING								
30-5-0000-0416	TRAVEL & TRAINING	-	-	-	-	-	750.00	
TOTAL TRAVEL & TRAINING		-	-	-	-	-	750.00	0%
SUPPLIES								
30-5-0000-0420	EMPLOYEE UNIFORMS	-	-	-	400	-	300	-100%
30-5-0000-0421	OFFICE SUPPLIES	-	-	-	-	5,000	5,000.00	100%
30-5-0000-0426	GAS & OIL	-	-	-	1,853	750	1,750.00	-60%
30-5-0000-0429	DEPARTMENT SUPPLIE	962	1,025	812	2,500	1,500	1,500.00	-40%
TOTAL SUPPLIES		962	1,025	812	4,753	7,250	8,550.00	53%
UTILITIES								
30-5-0000-0430	CELL PHONE & MIFI	-	-	-	387	600	600.00	55%
30-5-0000-0432	UTILITIES	10,768	10,414	9,560	13,783	5,500	5,500.00	-60%
TOTAL UTILITIES		10,768	10,414	9,560	14,170	6,100	6,100.00	-57%
SMALL EQUIPMENT								
30-5-0000-0433	SMALL EQUIPMENT< \$500	489	-	13	1,000	-	-	-100%
TOTAL SMALL EQUIPMENT		489	-	13	1,000	-	-	-100%
REPAIRS & MAINTENANCE								
30-5-0000-0440	REPAIRS & MAINTENAN	4,837	4,372	4,334	-	-	-	0%
30-5-0000-0442	BUILDING R&M	1,590	2,893	2,235	2,500	2,500	5,000.00	0%
30-5-0000-0445	VEHICLE R&M	-	-	-	100	-	-	-100%
30-5-0000-0446	EQUIPMENT R&M	-	-	-	1,200	-	-	-100%
30-5-0000-0448	PARK MAINTENANCE	39,333	9,993	3,587	6,000	-	5,000.00	-100%
TOTAL REPAIRS & MAINTENANCE		45,760	17,258	10,156	9,800	2,500	10,000.00	-74%
CONTRACTED SERVICES								
30-5-0000-0459	AUDIT SERVICES	-	-	-	2,000	2,000	2,000.00	0%
30-5-0000-0462	LEGAL SERVICES	-	-	4,203	4,500	4,500	4,500.00	0%

		ACTUAL	ACTUAL	ACTUAL	PROJECTED	ADOPTED	PROPOSED	
		2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	
EXPENDITURES								
30-5-0000-0465	CLEANING SERVICES	-	-	-	3,930	10,000	1,250.00	154%
30-5-0000-0466	ADMINISTRATIVE COST	-	-	-	-	10,494	11,168.00	100%
30-5-0000-0469	LIABILITY & PROPERTY	-	-	-	-	-	1,500.00	0%
TOTAL CONTRACTED SERVICES		-	-	4,203	10,430	26,994	20,418.00	159%
DEPARTMENTAL								
30-5-0000-0485	MARKETING & PROMOT	(200)	-	-	15,000	18,295	5,000.00	22%
30-5-0000-0491	SPECIAL EVENTS	-	-	-	-	20,000	40,000.00	100%
30-5-0000-0493	MISCELLANEOUS	61	10	-	250	500	500.00	100%
30-5-0000-0560	VECHICLE LEASE						10,800.00	
TOTAL DEPARTMENTAL		(139)	10	-	15,250	38,795	56,300.00	154%
CAPITAL EXPENDITURES								
30-5-0000-0660	SPECIAL PROJECTS	153,862	9,600	-	-	50,000	275,000.00	100%
30-5-0000-0661	GRANT EXPENDITURES	112,838	1,841	-	-	-	-	0%
30-5-0000-0667	AUDIO/VISUAL SYSTEM	-	-	14,270	-	-	-	0%
30-5-0000-0668	KITCHEN REMODEL	-	-	11,000	-	-	-	0%
30-5-0000-0669	FIELDER PARK SECURI	-	-	-	12,892	-	-	-100%
30-5-0000-0670	FIELDER PARK LIGHTIN	-	-	24,171	-	-	-	0%
30-5-0000-0671	SHANNON PARK LIGHT	-	-	32,483	-	-	-	0%
30-5-0000-0672	SHADE CANOPIES	-	-	-	34,486	-	-	-100%
30-5-0000-0675	AUDIO/SOUND SYSTEM	-	-	-	27,337	-	-	-100%
TOTAL CAPITAL EXPENDITURES		266,700	11,441	81,924	74,715	50,000	275,000.00	-33%
TOTAL EXPENDITURES		\$ 339,648	\$ 40,148	\$ 116,020	\$ 188,022	\$ 298,290	527,762	59%

Qtr 1	Qtr 2	Qtr 3	Qtr 4	Subtotal	Total
9,847.00	9,847.00	9,847.00	9,847.00	39,388.00	39,388.00
1,051.00	1,051.00	1,051.00	1,051.00	4,204.00	4,204.00
817.00	817.00	817.00	817.00	3,268.00	3,268.00
241.00	241.00	241.00	241.00	964.00	964.00
2,678.00	2,678.00	2,678.00	2,678.00	10,712.00	10,712.00
14,634.00	14,634.00	14,634.00	14,634.00	58,536.00	58,536.00
4,878.00					

	Qtr 1	Qtr 2	Qtr 3	Qtr 4	Total
	1,133.76	1,133.76	1,133.76	1,133.76	4,535.04
	855.00	855.00	855.00	855.00	3,420.00
	803.04	803.04	803.04	803.04	3,212.16
qtr	2,791.80	2,791.80	2,791.80	2,791.80	11,167.20
mo	930.60	930.60	930.60	930.60	

VCSDC LINE-ITEM JUSTIFICATION

30-5-0000-0415 Personnel Costs

Vendor/Contractor	Description	Amount
Contribution to City	Community Development Director	\$ 92,108
Contribution to City	Parks Personnel - 1 FTE	58,536
	Total Line Item	150,644

30-5-0000-0416 Travel and Training

Vendor/Contractor	Description	Amount
Unknown	Travel and Training	750
	Total Line Item	750

30-5-0000-0420 Employee Uniforms

Vendor/Contractor	Description	Amount
Unknown	City logo shirts	300
	Total Line Item	300

30-5-0000-0421 Office Supplies

Vendor/Contractor	Description	Amount
Various	Printer/Copier, Desk, Chairs, Misc Office Supplies	5,000
	Total Line Item	5,000

30-5-0000-0426 Gas & Oil

Vendor/Contractor	Description	Amount
Various	Use of City Vehicle	1,750
	Total Line Item	1,750

30-5-0000-0429 Department Supplies

Vendor/Contractor	Description	Amount
Various	Toilet paper, paper towels, misc	1,500
	Total Line Item	1,500

30-5-0000-0430 Cell Phone & MIFI

Vendor/Contractor	Description	Amount
Various	Cell Phone - \$50/month x 12 months	600
	Total Line Item	600

30-5-0000-0432 Utilities

Vendor/Contractor	Description	Amount
Frontier Access	Garbage - \$xxx/month x 12 months (Cost average over previous 4 years)	11,131
	Electricity - \$xxx/month x 12 months (Cost average over previous 4 years)	
City of Venus	Water - \$xxx/month x 12 months (Cost average over previous 4 years)	
	Total Line Item	11,131

30-5-0000-0442 Building Repairs & Maintenance

Vendor/Contractor	Description	Amount
Various	Unexpected repairs at community center	5,000
	Total Line Item	5,000

30-5-0000-0448 Park Repairs & Maintenance

Vendor/Contractor	Description	Amount
Unknown	Unexpected repairs and maintenance at parks	5,000
	Total Line Item	5,000

VCSDC LINE-ITEM JUSTIFICATION

30-5-0000-0459 Audit Services

Vendor/Contractor	Description	Amount
Unknown	Partial payment for annual financial statement audit	2,000
	Total Line Item	2,000

30-5-0000-0462 Legal Services

Vendor/Contractor	Description	Amount
Michael Halla	Allocation - 1 hours per month x 12 months x \$300/hr	3,600
Midlothain Mirror	Legal notices	900
	Total Line Item	4,500

30-5-0000-0465 Cleaning Services

Vendor/Contractor	Description	Amount
In House	50 cleanings x \$25 (pass-through to renters)	1,250
	Total Line Item	1,250

30-5-0000-0466 Administrative Services

Vendor/Contractor	Description	Amount
City of Venus	City Secretary - 8 hours/month x 12 months x \$47.24/hour	4,535
City of Venus	Finance Director - 4 hours/month x 12 months x \$71.25/hour	3,420
City of Venus	Finance Assistant - 8 hours/month x 12 months x \$33.46/hour	3,213
	Total Line Item	11,168

30-5-0000-0469 Liability & Property Ins.

Vendor/Contractor	Description	Amount
Various	Liability & Property Ins. 125 x 12 Months	1,500
	Total Line Item	1,500

30-5-0000-0485 Marketing & Promotional

Vendor/Contractor	Description	Amount
Various	At discretion of Community Dev Director	2,500
	Total Line Item	2,500

30-5-0000-0491 Special Events

Vendor/Contractor	Description	Amount
Various	Contribution to City to fund community events	40,000
	Total Line Item	40,000

30-5-0000-0493 Miscellaneous

Vendor/Contractor	Description	Amount
Unknown	Unbudgeted items	500
	Total Line Item	500

30-5-0000-0560 Vehicle Lease

Vendor/Contractor	Description	Amount
Enterprise	Vehicle Lease - \$900 x 12 Months	3,750
	Total Line Item	10,800

30-5-0000-0660 Special Projects

Vendor/Contractor	Description	Amount
Unknown	Park Improvements	236,000
	Total Line Item	236,000

Total Expenditures - VCSDC

\$ 491,893



Date: August 3, 2022
Project: Sandalwood Park
Location: Venus TX
To: Chip Hopkins

Proposal Expires: 30 Days

BUYBOARD CONTRACT # 592-19, VENDOR # 3120

We are a self-reporting vendor for Buy Board. Please send all purchase orders, payments, etc. directly to The Whirlix Design team.

2 Playground Options

Series: *Landscape Structures Inc.*
Surface: *Synthetic Turf*
Installation: *By Factory Trained and Certified Installers*
Quantity/Sizes: *See Attached Renders*

OPTION #01-03

Option #01-03 Play Equipment: \$94,689.00
Freight: \$10,165.00
Installation: \$27,552.00
115 LF Drainpipe: \$8,025.00
Excavation and Haul Off @ 8": \$10,272.00
Concrete Border and Thicken Edge Sidewalk: \$28,462.00
6' Privacy Fence with Gate: \$10,680.00
Synthetic turf w/Play Pad: \$68,392.00
Buy Board Discount: -\$12,939.00

Total: \$245,298.00

(Two Hundred Forty-Five Thousand, Two Hundred Ninety-Eight Dollars)

P&P Bond: \$4,679.00

OPTION #01-02

Option #01-02 Play Equipment: \$79,899.00
Freight: \$10,165.00
Installation: \$25,480.00
Grading: \$6,085.00
2by2 Plastic Borders: \$3,679.00
Sidewalk: \$10,566.00
6' Privacy Fence with Gate: \$10,680.00
Fibar 300 Engineered Wood Fiber System: \$6,506.00
Buy Board Discount: -\$7,707.00

Total: \$145,353.00

(One Hundred Forty-five Thousand, Three Hundred Fifty-Three Dollars)

P&P Bond: \$3,180.00

Whirlix Design Inc.
1751 International Parkway, Suite 131
Richardson, TX 75081

Base Bid Includes:

- Full Submittal Package
- Warranty As Specified – Best in the Business!
- Certified Installation
- Freight
- ADA Compliant Play Structures

Base Bid Excludes:

- Sales Tax
- Construction Management Software Required for a Specific Project
- Use of Credit Cards as Payment
- Demolition of Existing Structure
- Drilling Through Rocky Soil
- Hitting of New or Existing Sprinkler pipes
- Hitting of private electrical, water, sewer, internet, etc. that are not detectible during a commercial line location
- Sod Replacement due to Reasonable Path of Travel to Project or Play Area Location. We need access to project location.
- Surveying of Site
- Craning of Equipment
- Logistical Issues that Prevent Truck or Equipment Access to Site
- Special Augers or Drilling Equipment
- Certified Payroll / Progress Billing
- Setting of Control Points or Benchmarks
- Remobilization Charges Due to Weather or Project Delays
- Offsite Storage of Equipment Due to Weather or Project Related Delays
- On Site Security
- Permitting and Inspections
- Third Party Inspections
- Dumpster
- Latrine on Site
- Geotechnical Report
- Wet Stamped Engineering Drawings

Terms: Net 30 for Existing Customers.

Prepared by David Rushing • Whirlix Design Inc • drushing@whirlix.com • 469-367-6120

Acceptance of Approval: The above prices, specifications, and conditions are satisfactory and accepted. You are hereby authorized to provide all items described above. Any balances not paid within thirty (30) days of the date of the invoice shall accrue interest at the rate of 18% per annum. Any action to construe, declare or enforce this contract shall only be brought in a court of competent jurisdiction with venue lying solely and exclusively in Dallas County, Texas. The prevailing party in any action brought to construe, declare or enforce this contract shall be entitled to recover its actual attorney's fees, attorney's travel time charges and expenses, paralegal fees, computer access and utilization charges, expert witness fees and expenses, costs, expenses and expenses of investigation, discovery, and litigation. The parties to this contract expressly waive the right to trial by jury of any cause of action or defense pertaining to this contract. The above prices, specifications, and conditions are satisfactory and accepted. You are hereby authorized to provide all items described above.

Date: _____ **Signature:** _____

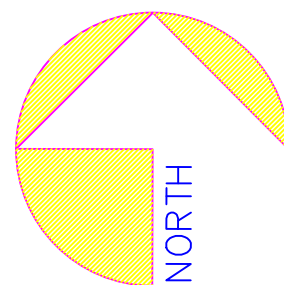
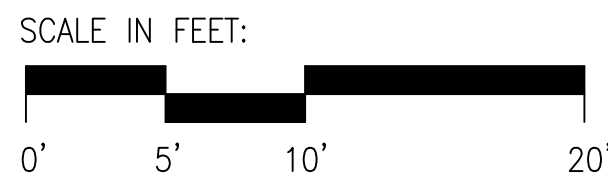
Whirlix Design Inc.
1751 International Parkway, Suite 131
Richardson, TX 75081

Estimated manufacturing time:
8 weeks from the time of
LSI order acceptance, or receipt of
SkyWays release of fabrication
form if applicable.

3293 SF PIT
224 LF CURB
34 LF THICKENED EDGE @ SIDEWALK AND PAD
1170 SF SIDEWALK/PAD
115 LF DRAIN PIPE



TOTAL ELEVATED PLAY COMPONENTS	10		
TOTAL ELEVATED COMPONENTS ACCESSIBLE BY RAMP	0	REQUIRED	0
TOTAL ELEVATED COMPONENTS ACCESSIBLE BY TRANSFER	5	REQUIRED	3
TOTAL ACCESSIBLE GROUND LEVEL COMPONENTS SHOWN	9	REQUIRED	4
TOTAL DIFFERENT TYPES OF GROUND LEVEL COMPONENTS	7	REQUIRED	4



Venus Larue
Venus, Texas

Whirlix Design
Inc.
Jesse Isbell

SYSTEM TYPE:
Smartplay
DRAWING #:
Venus Larue 01-03



landscape
structures



The play components identified on this plan are IPEMA certified. (Unless model number is preceded with *) The use and layout of these components conform to the requirements of ASTM F1487. To verify product certification, visit www.ipema.org

THIS PLAY AREA & PLAY EQUIPMENT IS
DESIGNED FOR AGES 5-12 YEARS
UNLESS OTHERWISE NOTED ON PLAN.

IT IS THE MANUFACTURERS OPINION THAT
THIS PLAY AREA DOES CONFORM TO
THE A.D.A. ACCESSIBILITY STANDARDS,
ASSUMING AN ACCESSIBLE PROTECTIVE
SURFACING IS PROVIDED, AS INDICATED, OR
WITHIN THE ENTIRE USE ZONE.

THIS CONCEPTUAL PLAN WAS BASED ON
INFORMATION AVAILABLE TO US. PRIOR TO
CONSTRUCTION, DETAILED SITE INFORMATION
INCLUDING SITE DIMENSIONS, TOPOGRAPHY, EXISTING
UTILITIES, SOIL CONDITIONS, AND DRAINAGE
SOLUTIONS SHOULD BE OBTAINED, EVALUATED, &
UTILIZED IN THE FINAL DESIGN. PLEASE VERIFY ALL
DIMENSIONS OF PLAY AREA, SIZE, ORIENTATION, AND
LOCATION OF ALL EXISTING UTILITIES, EQUIPMENT,
AND SITE FURNISHINGS PRIOR TO ORDERING. SLIDES
SHOULD NOT FACE THE HOT AFTERNOON SUN.

CHOOSE A PROTECTIVE SURFACING MATERIAL THAT
HAS A CRITICAL HEIGHT VALUE TO MEET THE
MAXIMUM FALL HEIGHT FOR THE EQUIPMENT (REF.
ASTM F1487 STANDARD CONSUMER SAFETY
PERFORMANCE SPECIFICATION FOR PLAYGROUND
EQUIPMENT FOR PUBLIC USE, SECTION 8 CURRENT
REVISION). THE SUBSURFACE MUST BE WELL
DRAINED. IF THE SOIL DOES NOT DRAIN NATURALLY
IT MUST BE TILED OR SLOPED 1/8" TO 1/4" PER
FOOT TO A STORM SEWER OR A "FRENCH DRAIN".

ACCESSIBLE/PROTECTIVE SURFACING TO
BE A COMBINATION OF UNITARY AND
LOOSE FILL MATERIALS.

DESIGNED BY:
JPI

COPYRIGHT: 7/6/2022
LANDSCAPE STRUCTURES, INC.
601 7th STREET SOUTH - P.O. BOX 198
DELANO, MINNESOTA 55328
PH: 1-800-328-0035 FAX: 1-763-972-6091

Date	Previous Drawing #	Initials





