



MINUTES

**CLEBURNE 4B ECONOMIC DEVELOPMENT CORPORATION
BOARD OF DIRECTORS MEETING
THURSDAY, OCTOBER 17, 2019 AT 5:00 PM
CITY HALL COUNCIL CHAMBERS
10 NORTH ROBINSON STREET**

I. ROLL CALL AND CALL TO ORDER BY VICE PRESIDENT SHAFFER @ 5:05 PM

Board Members			City Staff		
Chris Boedeker			Aaron Dobson	Parks and Recreation Director	✓
Vance Castles	President		Steve Polasek	City Manager/CAO	
Michelle Kennon		✓	Chris Fuller	Deputy City Manager	
Mike Mann		✓	Ivy Peterson	City Secretary/Board Secretary	✓
Debby Miller			Troy Lestina	Finance Director	
Steve Shaffer	Vice President	✓			
John Warren		✓			

II. INVOCATION by John Warren

REGULAR MEETING

III. CITIZENS COMMENTS

Vice President Shaffer read the guidelines for speaking before the Board. No one from the public registered to speak.

IV. COMMUNITY INTEREST MATTERS, ANNOUNCEMENTS & PRESENTATIONS

None

V. CONSIDER MINUTES FOR AUGUST 15, 2019 REGULAR MEETING

MOTION: to approve as presented

	Motion	Second	Aye	No	Abstain	Absent		Result
Boedeker						X	X	Approved as presented
Castles						X		Approved as amended
Kennon		X	X					Denied
Mann			X					Withdrawn
Miller						X		
Shaffer			X					Postponed until:
Warren	X		X					
X	Motion Carried		Motion Failed					Roll Call

VI. CONSIDER REQUEST FOR QUALIFICATIONS BY MHS PLANNING AND DESIGN, LLC AND RECOMMEND AWARDED CONTRACT TO MHS PLANNING AND DESIGN, LLC FOR THE PARKS, RECREATION, TRAILS, AND OPEN SPACE MASTER PLAN.

The current Parks and Recreation Master Plan has expired and for a City to remain grant eligible, Texas Parks and Wildlife Department recommends a current Master Plan be approved and locally endorsed. Requests for qualifications (RFQ) were solicited for the Parks, Recreation, Trails and Open Space Master Plan and received responses from six (6) firms. A Selection Committee was created to review and score the RFQ's, and then interview the finalists. The Committee consisted of the following members:

- Mike Mann, City Council representative
- Debby Miller, 4B EDC Board of Directors representative
- Kim Lively, Parks & Recreation Advisory Board representative
- Chris Fuller, Deputy City Manager
- Shane Pace, Director of Community Development
- Aaron Dobson, Director of Parks and Recreation

After conducting interviews with the two finalists, the Committee recommended MHS Planning and Design, LLC and agreed this firm would best represent the City of Cleburne through this process as MHS focuses solely on parks and recreation projects.

The development process includes meetings with the public, special interest groups, city council and boards as well as city staff.

The total project cost is \$175,000 with \$25,000 being expensed from the 4B Fund. Completion of the master plan is scheduled for Fall 2020. Included in this agreement, following the adoption of the master plan, MHS provides grant writing services.

Vice President Shaffer asked how often master plans should be created. For a city to be considered for grants, it is required that a parks and recreation master plan be adopted every ten years and reviewed/updated every five years.

There was discussion regarding the City's current parks, trails and the Lake Pat Cleburne Master Plan. MHS plans to include development suggestions for these amenities.

MOTION: to approve as presented

	Motion	Second	Aye	No	Abstain	Absent		Result
Boedeker						X	X	Approved as presented
Castles						X		Approved as amended
Kennon	X		X					Denied
Mann		X	X					Withdrawn
Miller						X		
Shaffer			X					Postponed until:
Warren			X					
X	Motion Carried		Motion Failed					Roll Call

VII. REVIEW AND APPROVE A QUOTE FROM SUNBELT POOLS FOR RESURFACING OF THE COMPETITION POOL WITH DIAMOND BRITE BLUE QUARTZ AT SPLASH STATION IN THE AMOUNT OF \$118,270.00.

The Competition Pool at Splash Station surfacing is original to the facility from 2004. Pool resurfacing is recommended every five to seven years. Utilizing the competitive bidding process through BuyBoard, staff recommends Sunbelt Pools. This item was included in the FY2020 budget with \$120,000 and this contract is under budget by \$1,730. Mr. Dobson explained the resurfacing process and anticipates this project to take about 2 weeks to complete. It will commence immediately after the winter swimming season to be ready for opening day in May.

MOTION: to approve as presented

	Motion	Second	Aye	No	Abstain	Absent		Result
Boedeker						X	X	Approved as presented
Castles						X		Approved as amended
Kennon		X	X					Denied
Mann			X					Withdrawn
Miller						X		
Shaffer			X					Postponed until:
Warren	X		X					
X	Motion Carried		Motion Failed					Roll Call

VIII. REVIEW AND APPROVE A QUOTE FROM KRAFTSMAN FOR THE RECOATING AND REPAIRS TO THE ZERO-DEPTH SPRAY FEATURES AT THE SPLASH STATION LEISURE POOL IN THE AMOUNT OF \$15,790.00.

The current zero-depth spray features at the entry point of the leisure pool at Splash Station have seen heavy use and are faded due to weather and water treatment chemicals. Nineteen (19) spray features will be removed, sent to Kraftsman (Water Odyssey) to be recoated, repaired, and reinstalled with new o-rings and gaskets. Kraftsman is a BuyBoard vendor and therefore competitive bidding requirements have been satisfied. Staff recommends working with Kraftsman (Water Odyssey). This project was included in the FY2020 budget and is under budget by \$210.

MOTION: to approve as presented

	Motion	Second	Aye	No	Abstain	Absent		Result
Boedeker						X	X	Approved as presented
Castles						X		Approved as amended
Kennon	X		X					Denied
Mann		X	X					Withdrawn
Miller						X		
Shaffer			X					Postponed until:
Warren			X					
X	Motion Carried		Motion Failed					Roll Call

ADJOURNMENT

ADJOURNED AT: 5:55 PM

APPROVAL OF MINUTES

APPROVED BY MAJORITY VOTE OF COUNCIL ON: DECEMBER 5, 2019