



**CLEBURNE 4B ECONOMIC DEVELOPMENT CORPORATION
BOARD OF DIRECTORS SPECIAL MEETING MINUTES
Thursday, January 5, 2022 at 5:00 pm
City Hall Council Chambers, 10 North Robinson Street, Cleburne, TX 76031**

1. Roll call and call to order by Presiding Officer at 5:01 PM

- | <u>Board Members:</u> | <u>City Staff:</u> |
|-----------------------------------|--|
| ✓ Michelle Kennon, Vice President | ✓ Aaron Dobson, Parks and Recreation Director |
| ✓ Kim Lively | ✓ Brian Daly, Parks & Recreation Assist Director |
| X Mike Mann | X Steve Polasek, City Manager/CAO |
| ✓ Debby Miller, President | X Chris Fuller, Deputy City Manager |
| ✓ Jean Moss | ✓ Ivy Peterson, City Secretary |
| ✓ John Warren | X Marcie Freelen, Assist Finance Director |

2. Invocation by Director Warren

3. ~~City Secretary reads the guidelines to speak before the Board of Directors~~
President Miller waived the reading of the guidelines until such a time is necessary.

4. Citizens Comments: An opportunity for the public to make comments or address concerns for any matter whether or not posted on the agenda. There were no speakers.

5. Consider and approve minutes for the November 3, 2022 regular meeting.

Director Kennon made a motion to **approve Item #5 as amended** and was seconded by Director Lively. The motion carried with a vote of 5 to 0.

6. Appointment of President and Vice-President for a one-year term.

Director Kennon **nominated Debby Miller for President.** The nomination carried with a vote of 5 to 0.

President Miller **nominated Michelle Kennon for Vice President.** The nomination carried with a vote of 5 to 0.

7. Consider awarding contract to Kraftsman Commercial Playgrounds & Water Parks for the renovation of Bradshaw Park located at 609 Robbins Street for an amount not to exceed \$152,538.74.

The renovations to John P. Bradshaw Park will be one of the first projects undertaken by the 2022 Sales Tax 4B Corporation Revenue Bonds. This project sees reinvestment into the City's park system. The renovation project calls for the addition new six-foot cedar privacy fence along the property line that backs up to neighbors, renovating the basketball court, and installing new fencing around three sides of the basketball court, a bike rack, sidewalk, amenities, and a parking area. Additional elements, such as park signage and landscaping, will be added by staff and other contractors.

On April 27, 2021, the City Council adopted the Parks, Recreation, and Trails & Open Space Master Plan. Bradshaw Park is one of three neighborhood parks identified for renovation. This Park appears on the City Plat from 1904. Bradshaw renovation project is one of many projects that help achieves the Mission and Vision of the Parks, Recreation, Trails & Open Space Master Plan.

Mission: *"To provide memorable experiences through parks and recreation that enrich our community."*

Vision: *"The vision of the City of Cleburne's Parks and Recreation Department is to provide and maintain safe, attractive, continually to provide and maintain safe, attractive continually, and inviting parks, trails, and programs for the residents of Cleburne."*

Kraftsman Commercial Playgrounds & Water Park is recommended for this project utilizing BuyBoard Contract #679-22. This proposed amount includes the base proposal of \$138,671.58 along with ten percent contingency funds of \$13,867.16 for a total construction budget of \$152,538.74.

John P. Bradshaw Park Classification:

- Bradshaw Park is a Neighborhood Park of Approximately 1/4 acres
- Bradshaw Park is located in an older East side residential neighborhood

Address: 600 North Brazos Street

Current Features: Bradshaw is a small park with beautiful shade trees, a basketball court, picnic tables, and a non - functional drinking fountain. There is an unpaved park area along Robbins Street where people park vehicles.

Age: Original City Plat 1904, Deeded February 28, 1995

Bradshaw Park Design Site Improvements

- Six-foot cedar privacy fence along the neighbors
- Three-side, eight-foot-tall cyclone fence around the basketball court
- ADA walk path to the basketball court and picnic tables
- Sports bench's

- Bike rack
- Resurface the existing basketball court and apply sport court surface and stripping
- On-site parking

Funding for Project:

- Base Cost: \$138,671.58
- 10% Contingency: \$ 13,867.16
- Total Cost: \$152,538.74

Construction is expected to begin in February with a completion time in April/May 2023.

The next step is for City Council to review and take action at their January 10, 2023 meeting.

Director Warren made a motion to **approve Item #7 as amended** and was seconded by Director Lively. The motion carried with a vote of 5 to 0.

8. Consider awarding contract to Kraftsman Commercial Playgrounds & Water Parks for the renovation of Westhill Park located at 1202 Crestview Drive for an amount not to exceed \$304,746.19.

The renovations to Westhill Park will be one of the first projects undertaken by the 2022 Sales Tax 4B Corporation Revenue Bonds. This project sees reinvestment into the City’s park system. The renovation project calls for the addition of a two – five-year-old playground structure, a pavilion with a concrete pad, picnic tables, and benches, a bike rack, two new backstops with concrete footers, a six-foot-wide walking trails along the perimeter of the park with connection sidewalks to the North and South sides of the park to the street. Additional elements, such as park signage and landscaping, will be added by staff and other contractors.

On April 27, 2021, the City Council adopted the Parks, Recreation, and Trails & Open Space Master Plan. Westhill Park is one of three neighborhood parks identified for renovation. This Park was plotted to the City in May 1952. Westhill renovation project is one of many projects that help achieves the Mission and Vision of the Parks, Recreation, Trails & Open Space Master Plan.

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Kraftsman Commercial Playgrounds & Water Park is recommended for this project utilizing BuyBoard Contract #679-22. This proposed amount includes the base proposal of \$287,200.94 along with ten percent contingency funds of \$28,720.09 for a total construction budget of \$315,921.03. The initial quoted specs included a 5’ walking trail, but was upgraded to a 6’ walking trail increasing the bid \$11,174.84.

Westhill Park Classification: Westhill Park is a Neighborhood Park of Approximately 2.2 acres.

Address: 1228 Hilltop Drive

Current Features: Westhill Park is a residential neighborhood with some large shade trees along the edges of the park. Streets surround it on three sides and residential side yards on the fourth side, forming an attractive neighborhood " square" with houses facing the park. The large grassy

open area contains two backstops. The playground has some new playground equipment and a swing set.

Age: Westhill was deeded and platted in May 1952

Westhill Park Design Site Improvements:

- Install two new baseball backstops with curbing
- 6 Foot wide walking trail around the perimeter of the park and leading to the playground equipment
- Two ramps leading to the street on the North and South sides of the park
- Shade Shelter with concrete pad, picnic tables, and benches
- 2-5-year-old playground with play structure
- Bike rack

Funding for Project:

- Base Cost: \$287,200.94
- 10% Contingency: \$28,720.09
- Total Cost: \$315,921.03

Construction is scheduled to begin in March with a completion in June/July 2023.

The next step is for City Council to review and take action at their January 10, 2023 meeting.

Director Moss made a motion to **approve Item #8 as amended** and was seconded by Director Vice President Kennon. The motion carried with a vote of 5 to 0.

ADJOURNMENT

ADJOURNED AT: 5:51 PM

APPROVAL OF MINUTES

APPROVED BY MAJORITY VOTE OF THE BOARD ON: FEBRUARY 16, 2023