

**RICHLAND HILLS DEVELOPMENT CORPORATION
BOARD MEETING
OCTOBER 9, 2023
MINUTES**

Roll Call:

Director's present:

Edward Lopez, Chair
Doug Knowlton, Council Member
Travis Malone, Council Member
GW Estep, Council Member
Allison Barger, Citizen Member
Curtis Bergthold, Citizen Member
Jorge Cisneros, Citizen Member

Directors absent:

Officers

Candice Edmondson, President
Lindsay Rawlinson, Secretary

1. CALL TO ORDER

Chair Lopez Called to Order – Time 6:01 p.m.

2. PUBLIC COMMENTS

None.

REGULAR AGENDA

3. Approve minutes from the August 28, 2023 Richland Hills Development Corporation meeting

Motion: Motion was made by Director Malone and seconded by Director Bergthold to approve the minutes from the August 28, 2023 Richland Hills Development Corporation meeting.

Motion carried by a vote of 7-0.

4. Approved award of bid for parking lot and site improvements at Kate Baker Park to C. Green Scaping, LP

City Manager Candice Edmondson presented the item to the Board and advised that in 2019, the Richland Hills City Council adopted the Parks Master Plan detailing future improvements to the City's parks system. During the FY 2023 budget process, the Richland Hills Development Corporation and City Council approved funding for the construction of a parking lot and restroom/pavilion structure at Kate Baker Park. The

restroom/pavilion structure was purchased last year, and the remaining funds have been carried forward into the FY 2024 Budget to complete the improvements.

Parkhill completed design and engineering of the parking lot and site improvements. A Request for Bids was issued on August 14, 2023 and seven responsive bid proposals were received with C. Green Scaping, LP submitting the lowest responsive bid in the amount of \$275,278.

C. Green Scaping, LP was successfully vetted by Parkhill. They have completed numerous projects for cities in the Dallas/Fort Worth area and received positive recommendations. C. Green Scaping is currently constructing improvements at the Richland Hills Animal Services Center and along the Latham Channel. Staff has been satisfied with their performance so far.

Motion: Motion was made by Director Bergthold and seconded by Director Estep to approve the award of bid to C. Green Scaping, LP for parking lot and site improvements at Kate Baker Park in the amount of \$275,278.

Motion carried by a vote of 7-0.

5. ADJOURNMENT

There being no further business to come before the Richland Hills Development Corporation, Chair Lopez declared the meeting adjourned at 6:09 p.m.

ATTEST:

APPROVED:

Lindsay Rawlinson, City Secretary

Edward Lopez, Chair