

**MINUTES OF THE  
KEENE COMMUNITY DEVELOPMENT CORPORATION  
(TYPE B EDC) REGULAR MEETING  
TUESDAY, MARCH 21, 2023**

**PRESENT:** Ricky Stephens, Troy Smith, Donnie Beeson, and Cheryl Schram

**ABSENT:** Aaron Moses

**STAFF PRESENT:**

- *Bernie Parker – City Manager*
- *Don Martin – Director of Public Works / Interim Assistant City Manager*
- *Charles Williams – Finance Director*
- *Natanael Drambareanu – Director of Human Resources*

***CALLED TO ORDER: Meeting called to order at 3:30pm***

1. President's Remarks – *None.*
2. City Administration Remarks – *None.*
3. Citizen Comments – *None.*
4. Consider approval of the minutes for the February 21, 2023, Regular Type B EDC meeting.

***Board Member Schram moved to approve the minutes for the February 21, 2023, Regular Type B EDC meeting. Board Member Beeson seconded the motion.***

***Motion passed unanimously (4-0-0)***

5. Consider approval of the financial statement ending February 28, 2023.

***Finance Director Williams presented the report.***

***Board Member Smith moved to approve the financial statement ending January 31, 2023. Board Member Schram seconded the motion.***

***Motion passed unanimously (4-0-0)***

6. Discuss and take possible action on making a recommendation to City Council for board member terms expiring in March of 2023; Ricky Stephens, Cheryl Schram, and 2 vacant spots.

***Mayor Parrish advised the Board Members some of the applicants have already been assigned to other boards.***

***Board Member Beeson moved to approve making the recommendation to City Council to appoint/reappoint Ricky Stephens, Cheryl Schram, Charles Easley, and Victoriano Parilla to the Keene Business Development Board (Type B Board). Board Member Smith seconded the motion.***

***Motion passed unanimously (4-0-0)***

7. Have a discussion and take possible action on Tree Replacement proposal from Don's Lawn Service at Elisa Carver Park.

***Board Member Beeson moved to present the City Council with a modification of the budget to buy up to 20 trees: with a plan of placement, types, and functions of the trees. Board Member Schram seconded the motion.***

***Motion passed unanimously (4-0-0)***

8. Have a discussion and take possible action on the replacement of the Shade Sails at Elisa Carver Park.

***Board Member Beeson moved to present the City Council with the use of \$4800-\$4900 to repair the Shade Sails at Elisa Carver Park, subject to the replacement of the slide. Board Member Smith seconded the motion.***

***Motion passed unanimously (4-0-0)***

9. Have a discussion and take possible action on weed control in the flower beds on Hwy 67 and lighting for the Welcome Sign.

***Board Member Schram moved to contract with Don's Lawn Service for chemical weed control in the flower beds on Hwy 67 and propose an RFP action for the repair, replacement, and/or change of the lighting for the Welcome Sign. Board Member Beeson seconded the motion.***

***Motion passed unanimously (4-0-0)***

10. Have a discussion and take possible action on Elisa Carver Park mowing contract.

***The Board Members, Don Martin, and Bernie Parker discussed having Don Martin put together an RFP for a contract on mowing, weed eating, chemical weed control, and all other maintenance responsibilities for Elisa Carver Park, Pocket Park, and around the Welcome Sign on Hwy 67.***

11. Have a discussion and get direction from board on adding additional amenities to Elisa Carver Park or focus on upgrading the existing equipment.

***The Board Members, Don Martin, and Bernie Parker discussed having Don Martin put together an RFP on maintaining current park amenities, refurbishing areas like the fall area around the playground, or upfitting the new concession stand area, or adding additional amenities like a dog park.***

12. Executive Session: Pursuant to the Open Meetings Act, Chapter 551, Texas Government Code, Sections 551.071 (consultation with attorney), 551.072 (real property), 551.073 (prospective gifts), 551.074 (personnel matters), 551.076 (security matters), 551.087 (economic development). Executive Session may be held, under these exceptions, at the end of the regular session, workshop and/or special session, or at any time during the meeting that a need arises for the board to seek advice from the City Attorney as to the posted subject matter of this meeting.

***No Executive Session was held.***

13. Reconvene into Open Session for possible action resulting from any item posted discussed in Executive Session.

***No executive session was held.***

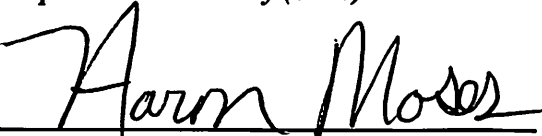
14. Request for future agenda items.

- *The board discussed requesting adding an additional budget cost of \$10,000 for Park Maintenance*
- *Bernie Parker advised the board the McAdams firm would possibly give a presentation of available grant processes.*
- *RFP for adding 2 unlit Pickle Ball courts, and 1 lit Basketball Court to Elisa Carver Park*
- *RFP on a contract for mowing, weed eating, chemical weed control, and all other maintenance responsibilities for Elisa Carver Park and around the Welcome Sign on Hwy 67*

15. Adjourned at 4:11pm.

*Board Member Beeson moved to adjourn, seconded by Board Member Smith.*

*Motion passed unanimously (4-0-0)*

By:   
~~Ricky Stephens, Board President~~  
Aaron Moses

Attest:   
Don Martin, Interim Assistant City Manager