

Keene Economic Development Corporation (Type B) Board Meeting Agenda

August 18, 2026 at 3:30 PM

Keene City Hall - Robert G. Cooper Council Chamber
1000 N. Old Betsy Rd., Cleburne, Texas 76031

Live Stream at <https://www.youtube.com/@cityofkeenetexas>

Ricky Stephens - President | Daniel Gathings - Vice President | Donnie Beeson
Alma Davilla | Phillip Jackson | Gary Heinrich | Nellie Youngberg

1. **Call to Order, Invocation, Pledge of Allegiance**
2. **President's Remarks**
3. **City Administration Remarks**
4. **Public Comments**

Each person in attendance who wishes to speak on an item NOT posted on the agenda shall speak during this section. Each speaker will be allotted three (3) minutes.

5. **Public Hearing**

There is no public hearing scheduled for this meeting date.

6. **General**

- A.** Review, discuss and take possible action on the selection of a skate park proposal from American Ramp Company and SPA Skateparks.
- B.** Discuss locations for potential sidewalk locations for future improvements or additions to the city, and give direction to staff.
- C.** Review, discuss, and consider the minutes of the regular Keene EDC (Type B) Board meeting held on July 21, 2026.

7. **Executive Session**

If, during the course of the meeting and discussion of any items covered by this notice, the EDC-B Board determines that a Closed or Executive Session of the Board is required, then such closed meeting will be held as authorized by Texas Government Code, Chapter 551, Section 551.071 - consultation with attorney; Section 551.072 - deliberation regarding real property; Section 551.073 - deliberation regarding prospective gift; Section 551.074 – personnel matters regarding the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee; Section 551.076 - deliberation regarding security devices or security audit; Section 551.087 - deliberation regarding economic development negotiations; Section 551.089 - deliberation regarding security devices or security audits, and/or other matters as authorized under the Texas Government Code. If a Closed or Executive Session is held in accordance with the Texas Government Code as set out above, the Board will reconvene in Open Session in order to take action, if necessary, on the items addressed during Executive Session.

8. **Reconvene into Open Session**

To take action on the above-listed Executive Session item(s).

9. **Requests for Future Agenda Items**

10. **Adjourn**

This is to certify that a true and correct copy of this Notice of Meeting was posted on the bulletin board at the Keene City Hall, 1000 N. Old Betsy Road, Cleburne, Texas a place readily accessible to the general public at all times and to the City's website www.keenetx.com, in compliance with Chapter 551, Texas Government Code, three business days prior to the start of this meeting.

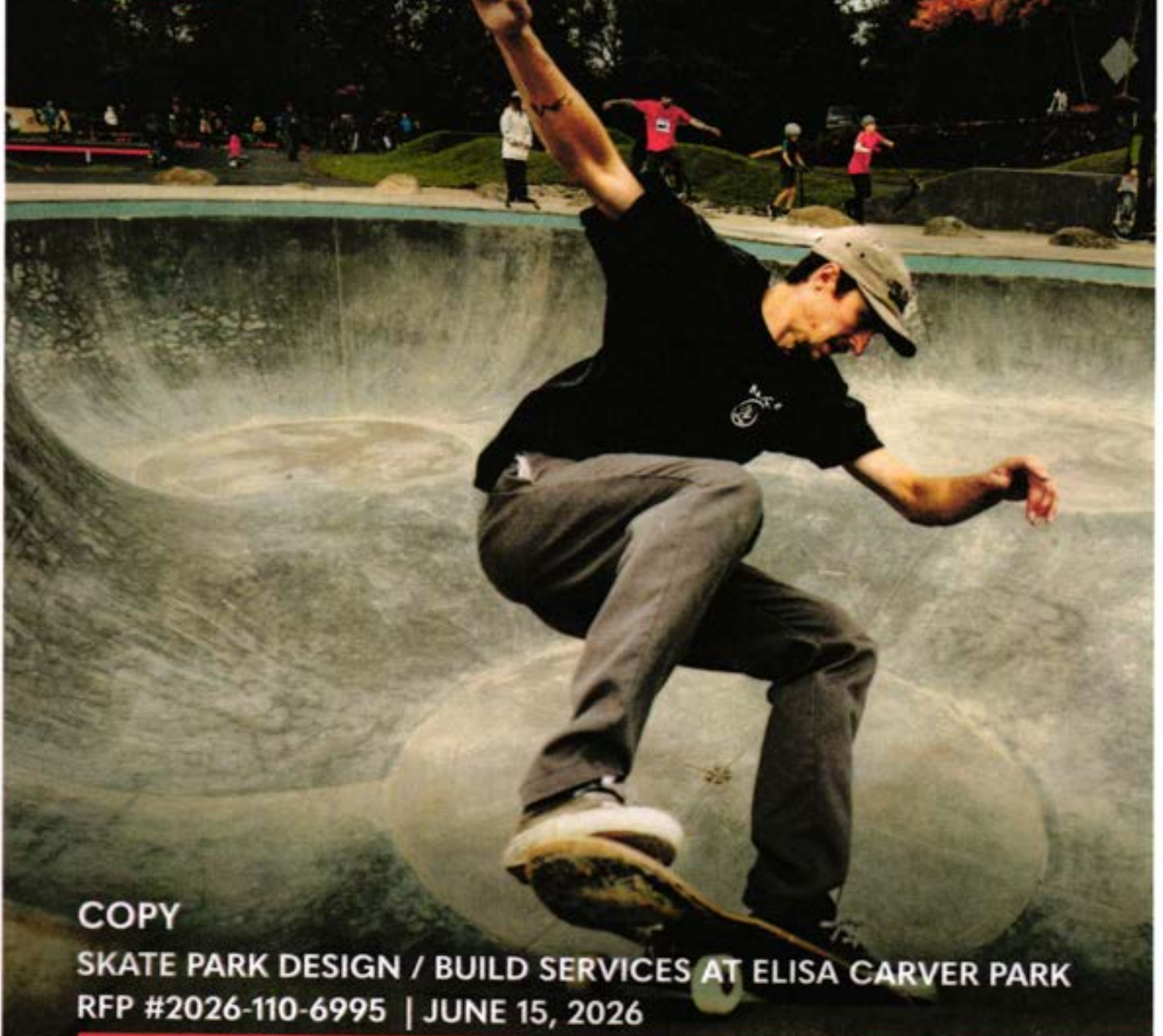
Date: 08/12/2026 Time: 4:00 PM By: Holly B. Russell
Holly Russell, City Secretary

Accessibility Statement

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AMERICAN RAMP COMPANY



COPY
SKATE PARK DESIGN / BUILD SERVICES AT ELISA CARVER PARK
RFP #2026-110-6995 | JUNE 15, 2026

CITY OF KEENE, TEXAS
AMERICAN RAMP COMPANY

Letter of Transmittal

June 15, 2026

City of Keene
Attn: City Secretary
1000 N Old Betsy Road
Cleburne, Texas 76031

Re: RFP #2026-110-6995 – Skate Park Design / Build Services at Elisa Carver Park

Dear Evaluation Committee:

American Ramp Company is pleased to submit this proposal to the City of Keene for the design and construction of a new skate park at Elisa Carver Park.

We understand that the City is seeking an experienced Design/Build Team to develop a safe, durable, and engaging concrete skate park that serves a range of ages and ability levels. The project will require thoughtful integration of beginner, transition, street, and advanced skate elements; accessible connections; internal drainage; permitting and development coordination; construction administration; and specialized cast-in-place concrete construction.

Our approach is centered on developing the strongest possible skate experience within the City's available project budget. We will work collaboratively with City staff, the Economic Development Type B Board, City Council, local users, and other project stakeholders to refine the preliminary concept into a final design that responds to verified site conditions, community priorities, constructability, accessibility, long-term maintenance, and available funding.

American Ramp Company offers an integrated team with specialized experience in skate park planning, design, engineering, project management, and construction. This single-team approach allows the design and construction process to remain closely coordinated from concept development through final completion. It also gives the City a clear point of accountability for design quality, budget management, construction execution, and warranty service.

Our proposal includes the preliminary design concept, project approach, relevant experience, key personnel, community-build support strategy, cost proposal, anticipated schedule, warranty information, and required supporting documentation. The proposed design is preliminary and will be refined following receipt and review of current survey information, utility information, City and stakeholder comments, permitting requirements, and verified field conditions.

American Ramp Company is committed to providing the services described in the RFP and to working with the City of Keene to deliver a high-quality public skate park that is safe, functional, visually engaging, and built for long-term community use.

(CONTINUED ON NEXT PAGE)

Letter of Transmittal

The following individuals are authorized to make representations on behalf of our firm regarding this proposal:

Primary Proposal Contact

Jeremy Jones
Development // Texas Market Lead
American Ramp Company
601 McKinley Ave Joplin MO
417-483-9513
jeremy@americanrampcompany.com

Authorized Contract Representative

John Hunter
CEO / President
American Ramp Company
601 McKinley Ave Joplin MO
417-206-6816
john@americanrampcompany.com

Thank you for the opportunity to submit our qualifications and proposal. We appreciate the City's consideration and look forward to the opportunity to discuss our approach with the evaluation committee.

Sincerely,



John Hunter
CEO / President
American Ramp Company

Community Build Support

Custom cast-in-place skateparks require specialized construction methods, equipment, and experienced personnel. To protect the quality, safety, performance, and warranty of the finished facility, all skateable concrete features—including layout, forming, reinforcement, coping, concrete placement, finishing, and related specialty work—will be completed by our qualified skatepark construction team.

However, there are often supporting scope items that may be performed by the City, local contractors, community partners, or other qualified parties. During preconstruction, we can work with the City to identify these opportunities and clearly separate them within the schedule of values. Assigning appropriate non-specialty work to others may reduce the base construction cost or allow available project funds to be redirected toward additional skateable area, upgraded features, amenities, or a community work day.

Potential owner- or community-supported scope items may include:

1. **Clearing and grubbing:** Removal of vegetation, organics, debris, and other surface materials within the designated project limits.
2. **Rough grading and site preparation:** Initial earthwork, establishment of general site grades, and preparation of the skatepark construction area before specialty work begins.
3. **Drainage improvements outside the specialty skatepark work:** Installation of site drainage infrastructure, conveyance systems, or broader stormwater improvements, subject to coordination with the final design.
4. **Removal and haul-off of excess or unsuitable material:** Loading, transportation, and disposal of spoils, demolition debris, or other exported materials.
5. **Erosion and sediment control:** Installation, inspection, maintenance, and removal of temporary erosion-control measures in accordance with the approved plan and permit requirements.
6. **Site-control and temporary fencing:** Installation and maintenance of temporary construction fencing, access controls, and other site-security measures.
7. **Equipment rentals and local construction support:** Provision of approved equipment, operators, temporary facilities, water, power, or other project resources where practical.
8. **Sidewalks and site connections:** Construction of accessible walkways, connecting sidewalks, or other flatwork located outside the specialty skatepark concrete scope.
9. **Skatepark signage and site amenities:** Procurement and installation of rules signage, entry signage, benches, trash receptacles, bike racks, or similar amenities.
10. **Final site stabilization and restoration:** Finish grading, topsoil placement, seeding, sod, erosion-control blanket, landscaping, irrigation repair, and restoration of areas disturbed during construction.

Any division of responsibilities would be reviewed during preconstruction and documented in the final scope, schedule of values, and project schedule. Work performed by others must be completed in accordance with the project documents and coordinated with the specialty skatepark construction sequence. Owner- or community-performed work would remain outside our control and warranty unless specifically incorporated into our contracted scope. The strongest community engagement opportunities happen during the planning and engagement phase.

Staff Availability and Capability to Meet Deadlines

American Ramp Company has developed this preliminary project schedule based on our current understanding of the project scope, anticipated approval process, team availability and current workload. The schedule is intended to demonstrate a realistic path from award through design, permitting, construction, and closeout.

If selected, ARC will coordinate with the City to confirm/adjust key milestones, review durations, site information, and project priorities, and will refine and finalize the schedule as part of the project kickoff and contract development process.

Proposed Project Schedule - Elisa Carver Park Skate Park

RFP #2026-110-6995 | Includes a two-week community-wide online survey. Post-award dates are proposed and subject to Notice to Proceed, City review, permitting, and site conditions.

ID	TASK NAME	DURATION	START	FINISH	BASIS / NOTES
1	City of Keene - Elisa Carver Park Skate Park	Approx. 227 working days	Mon 6/15/26	Tue 4/27/27	Overall procurement, engagement, design, permitting, and construction schedule
2	RFP Submission Deadline	1 day	Mon 6/15/26	Mon 6/15/26	Date stated in RFP
3	City Proposal Review	1 day	Tue 6/16/26	Tue 6/16/26	Date stated in RFP
4	Firm Interviews, if Required	2 days	Wed 6/17/26	Thu 6/18/26	Dates stated in RFP
5	EDC Type B Board Selects Firm	1 day	Tue 7/21/26	Tue 7/21/26	Date stated in RFP
6	City Council Final Approval of Firm	1 day	Thu 8/6/26	Thu 8/6/26	Date stated in RFP
7	Contract Execution / Notice to Proceed	6 days	Fri 8/7/26	Fri 8/14/26	Proposed administrative period
8	Design Kickoff Meeting	1 day	Mon 8/17/26	Mon 8/17/26	City, design/build team, and key stakeholders
9	Survey, Utility Verification, and Site Investigation	10 days	Tue 8/18/26	Mon 8/31/26	Assumes survey and site information are available or authorized promptly
10	Community-Wide Online Survey	10 days	Tue 9/1/26	Mon 9/14/26	Two-week online survey period for community input
11	Public / Stakeholder Input Meeting	1 day	Tue 9/15/26	Tue 9/15/26	Review survey themes and gather additional stakeholder input
12	Concept Design Development	15 days	Wed 9/16/26	Tue 10/6/26	Preliminary layout, features, access, grading, drainage, and pricing
13	City Review and Concept Revisions	10 days	Wed 10/7/26	Tue 10/20/26	Includes one consolidated review and revision cycle
14	EDC Type B Board Design Presentation	1 day	Tue 11/17/26	Tue 11/17/26	Proposed based on anticipated monthly board cycle
15	Final Design Development	15 days	Wed 11/18/26	Tue 12/8/26	Incorporates City, board, stakeholder, and survey input
16	City Council Final Design Presentation / Approval	1 day	Thu 12/17/26	Thu 12/17/26	Proposed Council approval milestone
17	Construction Documents, Permitting, and Procurement	25 days	Fri 12/18/26	Thu 1/21/27	May overlap with final design and long-lead procurement
18	Construction Mobilization	5 days	Mon 1/25/27	Fri 1/29/27	Temporary controls, staging, layout, and mobilization
19	Onsite Construction	50 days	Mon 2/1/27	Fri 4/9/27	Typical duration based on reference schedule; weather dependent
20	Punch List and Cleanup	6 days	Mon 4/12/27	Mon 4/19/27	Corrections, cleanup, and final site preparation
22	Final Walk and City Acceptance	1 day	Tue 4/20/27	Tue 4/20/27	Final inspection and acceptance milestone
21	As-Builts, Closeout Documents, and Warranty Turnover	5 days	Wed 4/21/27	Tue 4/27/27	Includes record drawings, warranty documents, and closeout package

SCHEDULE NOTES

- Durations are shown in working days.
- A two-week community-wide online survey is scheduled before the public/stakeholder input meeting and concept design development.
- Dates after City Council approval are proposed and assume timely contract execution and Notice to Proceed.
- The schedule assumes one primary concept review cycle and one final design approval cycle.
- Survey, utility, and geotechnical information must be available early enough to support final design.
- City, EDC Type B Board, City Council, permitting, and stakeholder review durations may affect the schedule.
- Onsite construction is subject to weather, subsurface conditions, material availability, and approved construction hours.
- The RFP does not state a mandatory completion date or contract duration.
- The project may be accelerated by overlapping final design, permitting, procurement, and selected preconstruction activities where permitted.

Cost Proposal

Cost Proposal – Elisa Carver Park Skate Park			
ITEM	DESCRIPTION	PRICE	NOTES
Design/Management of Skate Park Area	Design, project management, coordination with City staff, design revisions, permitting and closeout coordination.	\$15,000.00	Includes design-build management through final design and construction. Informed by RFP design phase requirements for schematic/final design, permits, schedules, and presentations.
Excavation, Base Material, and Concrete Curb for Skate Area	Site preparation for skatepark footprint, excavation, grading, aggregate base, and concrete curb work directly associated with skatepark construction.	\$25,000.00	This line carries baseline skatepark footprint preparation only. Major stormwater facilities, parking, access road improvements, and off-site improvements are excluded by the RFP or to be completed by others. Geotechnical reporting will determine approach.
Skate Park Equipment	Integrated cast-in-place skatepark features, including street, transition, beginner, and advanced elements; steel coping, rails, ledges, and other skateable elements as included in final design.	\$185,000.00	For custom cast-in-place concrete skateparks, "equipment" pour-in-place constructed skateable features rather than separate manufactured equipment.
Poured Surfacing	Reinforced cast-in-place concrete skate surface, including forming, reinforcing steel, concrete placement, finishing, expansion joints, saw cuts/cold joints, caulking/joint filler, sealant/sealer, and related skatepark concrete work.	\$63,000.00	Skatepark features and poured surfacing total \$395,000 before site/preconstruction/closeout allowances. Final allocation may be adjusted by the final design and schedule of values.
Sidewalks Connecting the Pads	Pervious sidewalk connection work associated with the proposed skatepark design, including ADA-accessible connection to the skatepark amenity.	\$6,500.00	RFP states the City is responsible for sidewalks to/from new skate areas from the parking lot and striping/crosswalks; this allowance is for the design-build pervious connection associated with the skatepark mentioned in RFP. If determined that city doesn't require ARC to perform sidewalk work, we can adjust plan.
Miscellaneous	Rules sign, project/construction sign, coordination of submittals/inspections.	\$5,000.00	This line is intended to address RFP miscellaneous and construction-phase support items not separately itemized elsewhere.
Total Base Proposal Price		\$299,500.00	Proposal valid for 90 days from proposal date unless otherwise stated.



SPA
SKATEPARKS



NEWLINE
SKATEPARKS

AUGUST 11th, 2026

SPA Skateparks | 15401 Dexier Dr, Austin TX, 78734 | P 512.203.5445 | www.spaskateparks.com | info@spaskateparks.com

LETTER OF INTRODUCTION

Revised Proposal (Aug 11, 2026)

RE: RFP #2026-110-6995. SKATE PARK DESIGN / BUILD SERVICES AT ELISA CARVER PARK

Thank you for considering our team for municipal skatepark development assistance. We recognize the significance of the opportunity at hand, and enter this project with great passion and respect for this initiative's history, its devoted stakeholder groups and the important responsibility to create a truly inspiring and defining place for the residents of Keene.

We are pleased to submit our proposal for design-build services. **SPA Skateparks (Prime Contractor) in partnership with New Line Skateparks (Design and Engineering Subconsultant)** is proud to offer a unique combination of focused local resources and internationally renowned youth park development expertise capable of addressing the full suite of needs for this project, its stakeholders and the City. Our team is comprised of registered landscape architects, engineers, community outreach specialists and construction professionals who are high-level skateboarders and BMX/Mountain Biking enthusiasts. Together, we are Texas' most experienced and respected municipal skatepark design-build team with more than 450 highly recognized projects completed across the United States, Canada Europe, Asia and Australia over the last 25 years.

While our award winning concrete skatepark and pump track experience spans 4 continents, our 'heart' remains in Texas where much of our team lives, works and plays. We have been careful to monitor our company growth and workload over the last two decades and offer our full confirmation that our team has the availability and specialized resources required to execute this complex community project within the important timeline and fixed price design-build parameters outlined. In short, Texas is our home and design-build municipal skateparks and related site development is our sole focus - this project will have the full breadth of our capabilities, experience and passion!

With our pioneering work on many of the world's most recognized concrete youth park facilities, coupled with our unparalleled skatepark design-build experience throughout North Texas, we will approach this project with strong understanding and a heightened ability to navigate through the community outreach process, technical issues, municipal protocol, and local construction environment. Our project commitment involves an exceptionally responsive consulting presence and interaction with the City and community, unwavering attention to creativity and quality, and precise budget management. Moreover, while still preserving meaningful opportunities for local vendor / community participation throughout the design and construction program, our team (**SPA SKATEPARKS**) *will serve as the single point of accountability for the City, and self-perform all specialty construction undertakings - ensuring full continuity and complete quality + cost control throughout all phases of the project.*

We are aware of this project's unique site context, budget considerations, and passionate user community, and are excited about the prospect of creating an inclusive, one-of-a-kind wheeled sport landscape that will truly enhance Elisa Carver Park and serve as a celebrated destination for Keene youth, families and visitors from across the region. Our development team is prepared to begin design work immediately and proceed through each project phase in cooperation with the City.

Thank you again for considering our team and we look forward to making this special project a reality.



Yann Curtis
Owner and Signing Authority - SPA SKATEPARKS
Yann Curtis Direct Line: 512-203-5445
Email: yann@spaskateparks.com
15401 Dexler Dr, Austin TX, 78734

PROJECT UNDERSTANDING

The residents of Keene have determined that an integrated and inclusive concrete skatepark would be a welcome addition to the City's parks network. Council and Staff have supported this project with designation of a site and significant commitment of funding. It is also understood that a local group of 'action sports' enthusiasts, community leaders and parents are standing by to provide creative input throughout the development process.

The overall location for the skatepark currently consists of two decommissioned sand volleyball courts and an open lawn area lying in the Northern portion of Elisa Carver Park. Appreciated by locals and visitors alike, Elisa Carver Park offers a variety of active and passive multigenerational leisure amenities including a basketball court area, children's playground, baseball and soccer fields, frisbee golf, plus various walking trails, a rest-room facility and picnic areas. Thus introducing the new skatepark will require sensitivity to the surrounding context and must serve to enhance Elisa Carver Park's greatest qualities as espoused by the location's various stakeholder groups and the City of Keene's parks planning guidelines. Key considerations in this vein will be ensuring the new skatepark design integrates tactfully with the surrounding multiuse areas and addresses the aesthetic, visibility, geotechnical, drainage, ADA accessibility, environmental sustainability, programming and operations/maintenance concerns (ie. lighting, programming, hours, garbage, graffiti policy etc.) of the City and surrounding park residents.



Aerial and ground level views of the potential development location and surrounding area - taken from our team's most recent site visit. Ensuring a seamless integration with surrounding multiuse areas will be a critical during the development process.

Over the past number of years, our design-build team has had ongoing communication with members of the local skateboarding/wheeled sports community by way of our work in the region (most recently, the Cleburne Hulen Park Skatepark design), correspondence through our company website, attendance at skatepark related events in the region, and various visits to Keene and proposed development location. **Based on this experience, we know that there is a highly diverse, passionate, and committed community of skateboarders and all-wheel enthusiasts - each with a strong culture, history and a fervent desire to seize this development opportunity to create something truly unique to the area.**

We anticipate that the park terrain will consist of highly accessible and compelling forms of authentic modern street/plaza, bowl and potential future pump track features - suitable for all user riding styles and ability levels (*details of which shall be confirmed through close consultation with the project team and community*). Design considerations shall also address the opportunity for users to grow and progress in their skills as well as take into account the park's ability to host competitions, events and various programming initiatives. Modern skateparks are amazing family facilities and great to watch, therefore attention must also be given to *safe and inviting viewing areas, tactful landscaping design, future lighting provisions and the inclusion of signature art/ sculptural installations (rideable and otherwise) that capture the 'story' of what makes Keene unique and special.*

A target development budget for the project has been set AT \$300,000. For this upset cost, the design-build team must ensure the completion of a thorough site analysis and community consultation program, final concept design, completion of all working and as built drawings, and full construction responsibilities under a true-to-form lump sum design-build contract. The design-build team should also be prepared to support any ongoing project fundraising efforts through the production of timely design and detailed cost information that may be leveraged for grant applications and/or local funding / in-kind donations initiatives.

Finally, it is understood that the entire development process shall be undertaken in close collaboration with City representatives and all interested local youth and community members. These stakeholders must be respected, fully engaged in the development process, and intimately understood by the skatepark development team.

PROPOSED METHODOLOGY AND TIMELINE

Phase 1: Site Analysis, Community Consultation and Concept Design

Task	Specific Objective	Timeline/Deliverables
1.	Project Initiation / Site and Program Review The Design-Build Team will meet with the City to thoroughly review the site area and intended program for skatepark development. At this time, project goals and objectives will be confirmed, timelines set, processes reviewed, and communication protocol established (including a suggested weekly update meeting day and time). The consulting team will then work with the City to obtain and review all available base data for the site. Any survey and geotechnical information will be obtained as well as other pertinent data related to grades, irrigation, existing vegetation, current and future site development. This information will serve as the foundation for future design work.	<i>Upon Award</i> Meeting minutes key contact information
2.	Create Base Maps and Site Analysis Drawings Using information gleaned from task one, the Design-Build Team will prepare base maps from which all future design work will be based. This is critical to ensure that design development adheres to an accurate site-specific data set and the design team does not encounter unexpected site conditions later in the detail design phase.	Base data will be reviewed with Owner Digital files sent to Owner
3.	'Skateparks 101' Interactive Design Workshop 1 Prior to engaging in final conceptual design development, the Design-Build Team will conduct a design workshop. This session usually takes place in the evening at a time convenient to both parents and youth. The workshop will consist of an oral presentation, power point review of youth park development and current trends in skatepark development in North America. This is a useful information session for those who wish to learn more about skateparks and their integration into the modern community. A comprehensive, 'hands-on' workshop, consisting of drawing, writing, and modelling specific park layout/feature options will be held after the formal presentations. <i>Note that the sample concept directions submitted in this proposal may serve as the starting point for design exploration with the community.</i>	<i>Week 3</i> Minutes and summary report of workshop submitted to Owner Online forum / survey open for continued feedback
4.	Begin Development of Alternate Design Concepts The Design-Build Team will gather information from the community design workshop and project initiation meetings, and begin concept development. Our experience has shown us that one dominant design detail will begin to emerge through this process, although we may offer a couple design variations for feedback. Our team is prepared to provide design for all aspects of the surrounding site area as one highly integrated design concept.	In progress design schematics reviewed with Owner

Task	Specific Objective	Timeline/Deliverables
5.	Internal Concept and Budget Review The consulting team will meet with the Owner to review the concept development progress and discuss budgetary issues. The concept design will continue to be refined and the cost implications of the preferred concept will be evaluated in preparation for presentation to the community.	<i>Week 6</i> 2D and 3D concept drawings and preliminary cost estimates
6.	Concept Presentation - Design Workshop 2 Comprehensive 2D and 3D renderings of the completed preferred concept design will be brought back to the community for feedback through a second interactive design workshop on a weekday evening convenient for parents and youth. The concept presentation will consist of a PowerPoint aided overview of the development process to date, a discussion of the guiding principles established at the first participatory workshop, and a thorough review of the site-specific concept design developed for the skatepark. This will be followed by a general Q&A session and opportunity for attendees to submit suggestions for any final modifications of the design. The workshop will conclude with a summary of input received and the collection of all written feedback forms.	<i>Week 8</i> Prepare and conduct workshop. 24" X 36" presentation panels of skatepark concept renderings.
7.	Submission of Final Concept Design Plan and Cost Estimate Any modifications as a result of the community concept design/budget review will be prioritized for implementation and work will begin on the final concept design in conjunction with the Owner. We will update our plans so that the preferred park concept is fully dimensionally correct and technical drawings can proceed with ease. The final park concept, detailed conceptual cost estimate and summary report will be submitted to the Owner in digital and hardcopy form. We will also be prepared for any final presentations desired for the concept to the City Council and Community at this time.	<i>Week 10</i> detailed 3D renderings + layout and elevations drawings (3 - 24" X 36" color presentation panels), detailed cost estimate, summary report.

Phase 2: Technical Design and Construction Drawings

1.	Begin Technical Design and Construction Drawings We will begin work in earnest to complete the technical specifications and working drawings for the youth park project. We anticipate a timeframe of 3 weeks until we can submit 60% complete drawings for discussion and review with the Owner. Coordination for permits will also continue through this phase.	<i>Week 10</i>
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Task	Specific Objective	Timeline/Deliverables
2.	Complete Construction Drawings Reviews The technical design team will complete all construction detailing, construction documents and specifications for the skatepark project. Drawing sets and cost estimates will be reviewed with the Owner and relevant approval bodies at 60%, 90%, and 100% completion.	60%, 90%, and 100% complete drawings, specifications, and cost estimates
3.	Delivery of Final Construction Drawings Any last amendments will be included in final construction documents and specifications. Sealed IFC drawings, specifications and final budget package will be sent to the Owner in accordance with the desired format and file scheme. Any changes made during construction will be provided via 'as built' drawings upon completion.	<i>Week 16</i> Copies of IFC drawings package, specifications, and final budget delivered to Owner in CAD and PDF formats

Phase 3: Construction

1.	Pre-Construction Meeting + Construction Mobilization The Construction Team will review the priorities for park construction and a detailed schedule for completion of key milestones within each phase of construction. Our key site safety policies, environmental program, and quality assurance measures will also be confirmed at this time. We will also work with the Owner to physically verify the site fencing, construction access and staging areas, and traffic control realities.	<i>Estimated Timeline</i> <i>(Week 1)</i>
2.	Layout / Site Preparation / Demolitions The construction team will layout all design grades, undertake any required demolitions, etc and prepare the site for grading and drainage.	<i>Week 1</i>
3.	Grading & Drainage The construction team will proceed with installation of the drainage system. Base grades will then be established.	<i>Week 2</i>

Task	Specific Objective	Schedule
4.	Fine Shaping / Banks & Transitions Once the rough grades are established and the drainage is installed, we will proceed with fine shaping of the park elements. The park construction team will then assess the weather forecast. If weather is favourable for pouring concrete, our team will proceed with installing the banks and transitions. All banks and transitions are poured in small, controlled panels to ensure proper shaping and finishing.	<i>Week 3</i>
5.	Flat Slabs Once all banks and panels are complete the construction team will prepare, form and pour the base slabs. These sections will require favorable weather as they are larger pours.	<i>Week 6</i>
6.	Ledges & keystone features Upon completion of the banks, transitions and flat slabs, the construction team will proceed with forming and pouring all ledges and keystone features.	<i>Week 7</i>
7.	Finishing Landscaping Once all concrete is completed and the park is cleaned and ready for use, our team help coordinate for City-led landscaping and support amenities installation.	<i>Week 9</i>
8.	Clean Up / Demobilization / Project Close-Out and Facility Grand Opening Upon completion of all construction works, our team will remove debris and prepare the park for public use. Prior to opening our crews will also conduct a <i>maintenance and care seminar with appropriate City Staff</i> . This will include an onsite 'hands on' session covering typical maintenance and operations procedures. As-built drawings will be submitted and our warranty program will be initiated.	<i>Week 10</i>

Phase 4: Warranty / Post Construction

1. The project will be backed by our comprehensive 2 year warranty program with regular inspections conducted by Principal staff from our Austin offices. We look forward continuing our ongoing relationship with the City and pulling resources out of our regional bases as required to ensure the skatepark operates smoothly long after construction (including advice on programming, events, maintenance, operations, etc.)

KEENE COMMUNITY SKATEPARK

SAMPLE CONCEPT EXPLORATION - DESIGN DIRECTION 1

CONTEXT MAP



CONCEPT DESCRIPTION

The following sample concept design illustrates one of countless stylistic approaches and terrain assortments that could be pursued in some form for the new Keene Community Skatepark. Included in this direction, is a site appropriate layout of compelling modern poured-in-place concrete street, obstacle and transition features tactfully tied into the surrounding landscape. Hardsurface terrain elements can be complimented by numerous safe and inviting viewing areas, possible biofiltration stormwater management zones, strong possible connections to surrounding pathways, and opportunities for locally inspired skateable art installations that reference iconic aspects of Keene and the surrounding community. Opportunities for creative saw cut floor patterns, a custom community logo inscription, and an integrated entry sign will introduce the facility to all Elisa Carver Park visitors.



SPA
SKATEPARKS

CITY OF
KEENE
TEXAS

Note: Concept direction is a sample only and a mere example of countless design possibilities that exist for the project. Final hardsurface size and terrain details will be informed by further consultation with City Staff/Council, key stakeholders + confirmation of site subsurface site and civil conditions. As per RFP instructions, landscaping and electrical/lighting installation are not included in scope of work.

KEENE, TX
JUNE 2026

CITY OF KEENE

FORM OF PROPOSAL

Document 00310

FORM OF PROPOSAL

To: CITY OF KEENE

Project No.: RFP 2021-008

Project:

SKATE PARK DESIGN / BUILD SERVICES AT ELISA CARVER PARK

SPA SKATEPARKS

Submit:

[Print or type full name of proprietorship, partnership, corporation, or joint venture]

OFFER

er:

1.0

Having examined the place of the Work and all matters referred to in the Proposal Documents, and the Contract Documents prepared by or approved by the Engineer for the named Project, we, the undersigned, hereby offer to enter into a Contract to perform the Work for the Total Proposal Price of:

THRE HUNDRED THOUSAND*

(Dollars)

[Print or type in words, Submitter's Total Proposal Price]

(\$ 300,000*)

[Print or type in figures, Submitter's Total Proposal Price]

110

[Working Days]

Unit Price or Combination Stipulated Price and Unit Price Contract. If the Proposal is for a Unit Price Contract or a combination of Stipulated Price and Unit Price Contract, the Total Proposal Price, including Cash Allowances, if any, is tabulated in: Document 00405 - Schedule of Unit Price Work for a Project with no Alternate Proposals, or Document 00407 - Schedule of Alternates for a Project with Alternate Proposals.

Cash Allowances. All Cash Allowances, totaled in either Document 00405 - Schedule of Unit Price Work, as applicable, and described in the Proposal Documents are included in the Total Proposal Price.

Changes in Contract Price Due to Variations in Actual Quantities. For items quoted in Document 00405 - Schedule of Unit Price Work, the Total Proposal Price is based in whole or in part on the Unit Price multiplied by the quantity for each of the items listed. The Contract Price is subject to change due to variation in the actual quantities of each item in the completed Work in accordance with the Contract Documents.

Alternate Proposals. Alternate Proposal work, as described in the Proposal Documents, will be performed for an amount added or deducted to the Total Proposal Price for each Alternate Proposal that is accepted by the Owner. The Owner may accept or reject any or all Alternate Proposals.

Period for Proposal Acceptance. This offer shall be open to acceptance and is irrevocable for 90 days from the Proposal date. That period may be extended by mutual written agreement of the Owner and the Submitter. After 90 days, the Submitter may withdraw without penalty if no mutual agreement can be reached.

00310-1 of 3

* PRICING SUBMITTED ASSUMES CITY OF KEENE WISHES TO UTILIZE THE TOTAL BUDGET LIMIT AND MAXIMIZE FACILITY ACTIVITY/PLAY VALUE FOR THE COMMUNITY. OUR TEAM IS HAPPY TO PROVIDE A DESIGN-BUILD SOLUTION TO ANY UPSET DOLLAR VALUE THE OWNER DESIRES.

2.0 CONTRACT TIME

If this offer is accepted, Substantial Completion of the Work will be achieved within the time stated in Document 00020 - Notice to Submitters. The Date of Commencement will be established by the Notice to Proceed.

3.0 ADDENDA

The following Addenda have been received. The modifications to the Proposal Documents noted therein have been considered and all costs relating thereto are included in the Proposal Price:

Addendum No. 1 (via email), dated June 1, 2026
 Addendum No. _____, dated _____
 Addendum No. _____, dated _____
 Addendum No. _____, dated _____
 Addendum No. _____, dated _____
 Addendum No. _____, dated _____

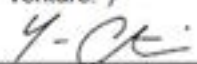
4.0 SUPPLEMENTS TO THIS PROPOSAL:

The following Supplements are attached as an integral part of this Proposal:

☐ Document 00405 - Schedule of Unit Price Work, if applicable
☐ Document 00420 - Statement of Submitter's Qualifications
☐ Document 00423 - Certification to Submitter's Experience & Qualifications
☐ Document 00425 - Equipment & Material Suppliers List

5.0 SIGNATURES:

Submitter: Transcend Inc. dba SPA Skateparks
 [Please print or type the full name of your proprietorship, partnership, corporation, or joint venture.*]

By:  6/1/2026
 [Signature]** [Date]

Name: Yann Curtis Vice President
 [Please print or type name] [Title]

Address: 15401 Dexler Dr. Austin TX 78734
 [Mailing]

 [Street, if different]

Telephone: 512-203-5445
 [Print or type telephone number]

* If the Proposal is a joint venture, add additional Proposal form signature sheets for each member of the joint venture.

00310-2 of 3

- **** *The undersigned, as Submitter, certifies that the only person or parties interested in this proposal as principals are those named herein; that the Submitter has not, either directly or indirectly, entered into any agreement, participated in any collusion, or otherwise taken any action in restraint of free competitive Proposals in connection with the Contract for the Project.*

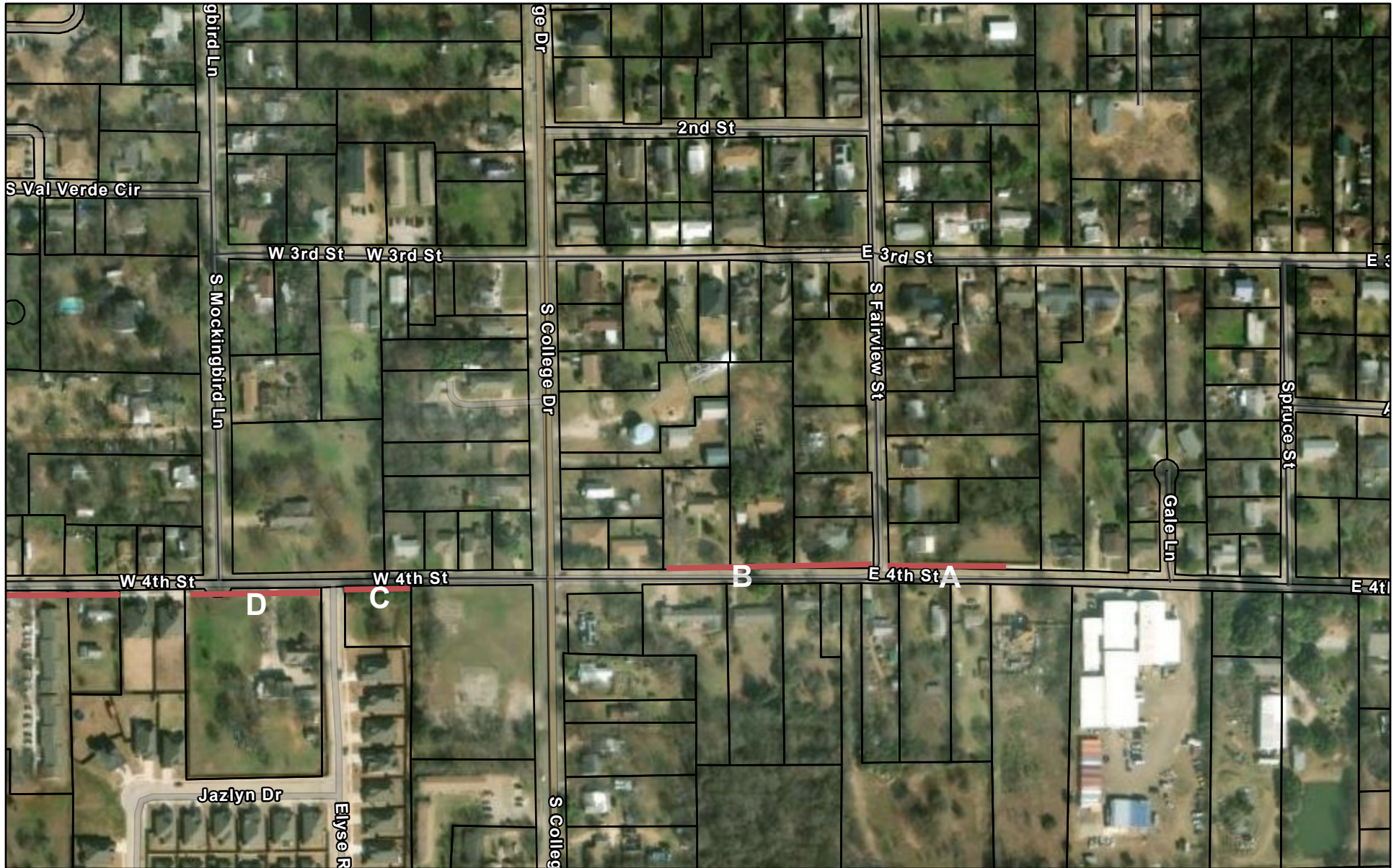
Note: This document constitutes a government record, as defined by § 37.01 of the Texas Penal Code. Submission of a false government record is punishable as provided in § 37.10 of the Texas Penal Code.

END OF DOCUMENT

00310-3 of 3

General Purpose Map

Section 6, Item B.



9/16/2025

 CityLimits

 Parcels

 Streets

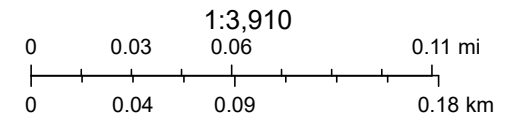
World Imagery

Low Resolution 15m Imagery

High Resolution 60cm Imagery

High Resolution 30cm Imagery

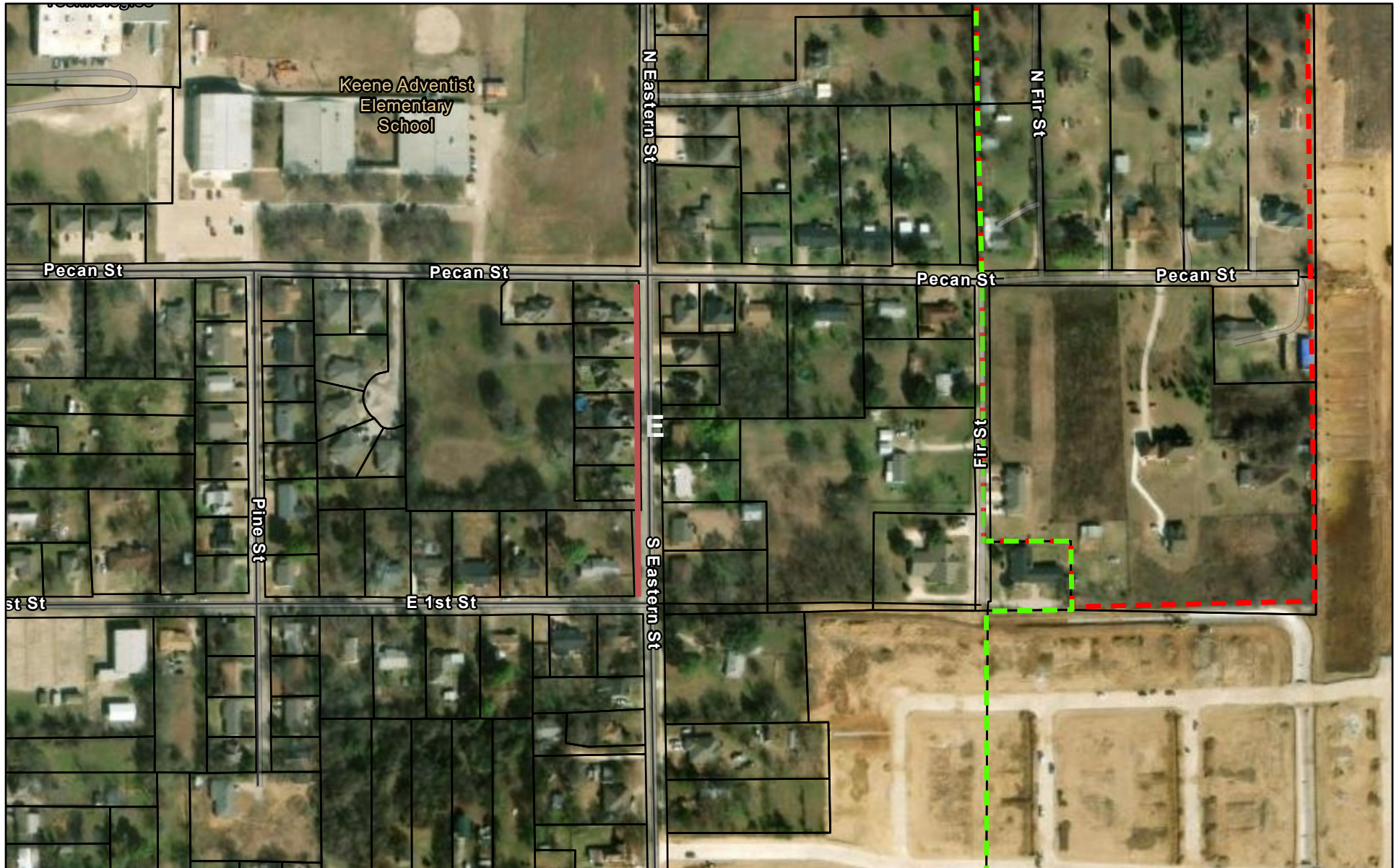
Citations



Sources: Esri, TomTom, Garmin, FAO, NOAA, USGS, © OpenStreetMap contributors, and the GIS User Community, Maxar

General Purpose Map

Section 6, Item B.

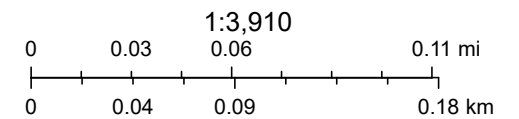


9/16/2025

- ETJ
- CityLimits
- Parcels

- Streets
- World Imagery
- Low Resolution 15m Imagery

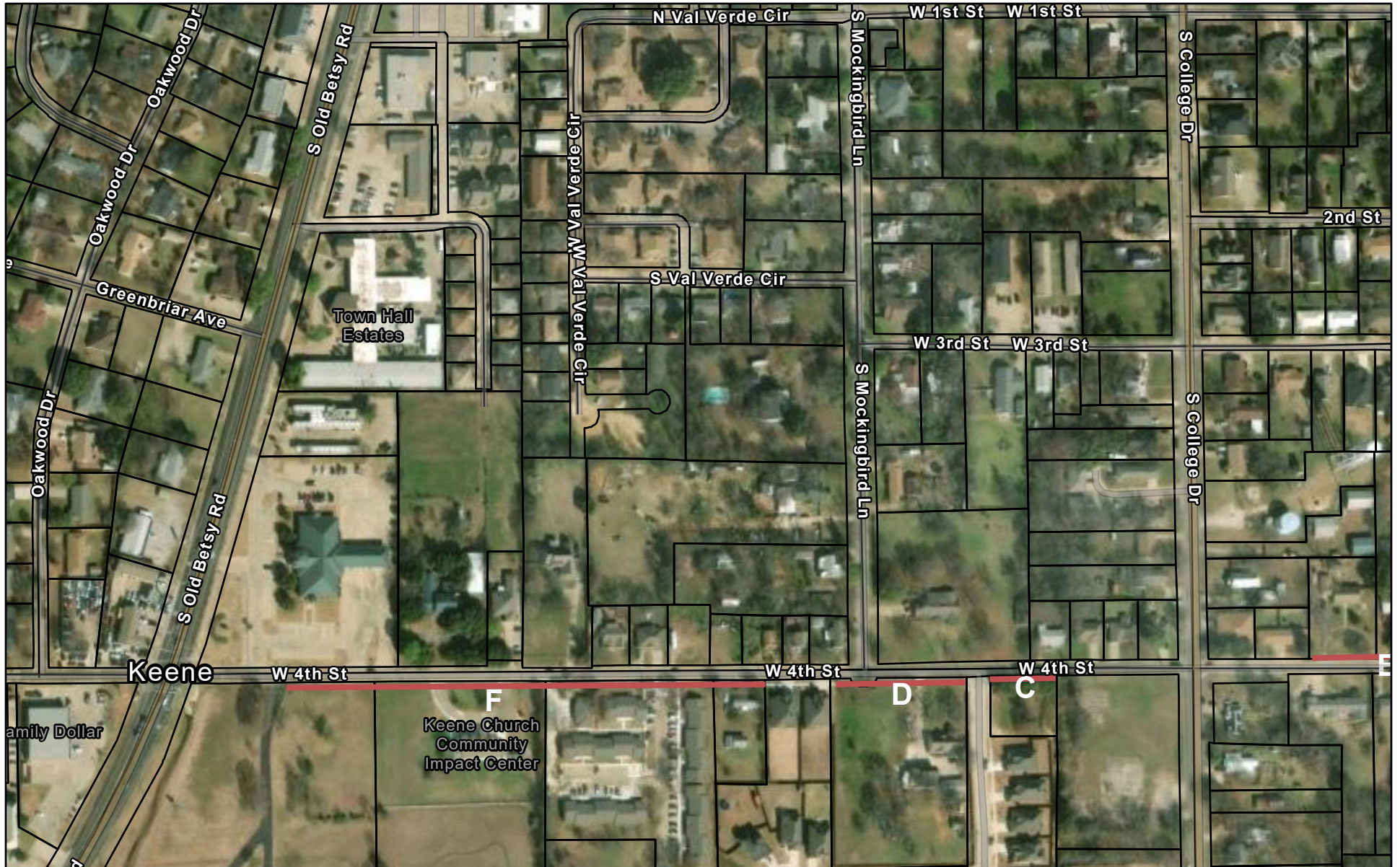
- High Resolution 60cm Imagery
- High Resolution 30cm Imagery
- Citations



Sources: Esri, TomTom, Garmin, FAO, NOAA, USGS, © OpenStreetMap contributors, and the GIS User Community, Maxar

General Purpose Map

Section 6, Item B.



9/16/2025

-  CityLimits
-  Parcels
-  Streets

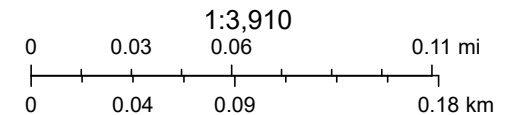
World Imagery

Low Resolution 15m Imagery

High Resolution 60cm Imagery

High Resolution 30cm Imagery

Citations



Sources: Esri, TomTom, Garmin, FAO, NOAA, USGS, © OpenStreetMap contributors, and the GIS User Community, Maxar



Keene Economic Development Corporation (Type B) Board Meeting Minutes

September 16, 2025 at 3:30 PM

Keene City Hall - Robert G. Cooper Council Chamber
1000 N. Old Betsy Rd., Cleburne, Texas 76031

Recorded Live Stream Available at <https://www.youtube.com/@cityofkeenetexas>

Present: President Ricky Stephens, Vice President Cheryl Schram, Jimmy Alcala, Daniel Gathings, Gary Heinrich, and Nellie Youngberg. Donnie Beeson entered the meeting at 3:35 p.m.

Absent: None

City staff present: Jonathan Seitz, Don Martin, Holly Russell, Mira Lam, and Cari Warwick

1. Call to Order, Invocation, Pledge of Allegiance

President Stephens called the meeting to order at 3:30 p.m.

2. President's Remarks

There were no remarks made.

3. City Administration Remarks

There were no remarks made.

4. Public Comments

There were no public comments made.

5. Public Hearing

There was no public hearing scheduled for this meeting.

6. General

- A. *Review, discuss, and consider the minutes of the regular Keene EDC (Type B) Board meeting held on August 19, 2025.*

A motion was made to approve the minutes as presented. The motion carried unanimously.

Motion made by Alcala, Seconded by Youngberg.

Voting Yea: President Stephens, Vice President Schram, Alcala, Beeson, Gathings, Heinrich, Youngberg.

- B. *Receive a report, discuss, and consider setting possible locations and the engineering costs for the addition of sidewalks.*

Don Martin, Director of Neighborhood and Development Services, introduced this item and shared the engineering costs for five different locations for possible sidewalk construction. It was asked if an engineering plan was required, to which it was noted that any construction project over \$20,000 required an engineering plan, and those costs tend to be five percent of the project cost. The Board discussed and agreed that their priority should be students who walk to school. A motion was made to move forward with making the locations of Fourth Street from near Gale Lane to the intersection with Fairview Street, Fourth Street from the intersection at Fairview to 106 Fourth Street, and 316 South Eastern Street to the intersection

with Pecan Street as the priority for the proposed sidewalk project, at an approximate total of \$82,000.00 in construction-only costs. The motion carried unanimously.

Motion made by Heinrich, Seconded by Gathings.

Voting Yea: President Stephens, Vice President Schram, Alcala, Beeson, Gathings, Heinrich, Youngberg.

- C. *Discuss and give direction to staff in considering the Pocket Park as a possible location for a skate park.*

This item was requested by Board Member Beeson at the prior meeting as an alternative location for a possible skate park. After some light discussion, it was agreed that the original purpose of the Pocket Park being used for parents and small children should be the primary consideration for use of space, and most also agreed that a skate park would be better suited at Eliza Carver Park. There was no action on this item.

- D. *Review, discuss, and consider dividing the undeveloped property of Wallen Ridge to half commercial development and half to be donated to the city as a community park.*

This item was introduced by resident Bob Chapman for the Type B Board to consider donating a portion of the property for use as greenspace or a small park since there is not any located on that side of the city. There was discussion on parking and other considerations, and the Board seemed agreeable to considering the idea. No action was taken on this item.

7. Executive Session

There was no Executive Session.

8. Reconvene into Open Session

No items needed action.

9. Requests for Future Agenda Items

There was a request from Board Members to discuss naming the Pocket Park to "Luz Arauzo Park", and a request to further discuss the idea of using a portion or all of the Wallen Ridge property for a park.

10. Adjourn

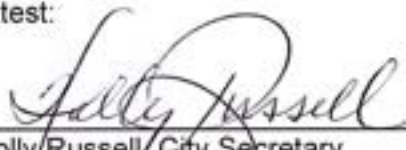
President Stephens adjourned the meeting at 4:04 p.m.

Approved this 21st day of October 2025.



Presiding Officer

Attest:



Holly/Russell/ City Secretary



Keene Economic Development Corporation (Type B) Board Meeting Minutes

July 21, 2026 at 3:30 PM

Keene City Hall - Robert G. Cooper Council Chamber
1000 N. Old Betsy Rd., Cleburne, Texas 76031

Recorded Live Stream at <https://www.youtube.com/@cityofkeenetexas>

Members Present: Vice President Daniel Gathings, and Board Members Donnie Beeson, Gary Heinrich, Phillip Jackson, and Nellie Youngberg

Members Absent: President Ricky Stephens, and Board Member Alma Davila

City Staff Present: Jonathan Seitz, Don Martin, Holly Russell, Mira Lam, and Cari Warwick

1. Call to Order, Invocation, Pledge of Allegiance

Vice President Gathings called the meeting to order at 3:30 p.m.

2. President's Remarks

None were made.

3. City Administration Remarks

Don Martin, Director of Development and Neighborhood Services, shared the O'Reilly Auto Parts has submitted an application and plans to build in Keene, Metalplate has started improving their property at the Industrial Park, and the housing developments are still submitting permit applications to build more homes. Administration shared that the additional lighting to the Elisa Carver Park parking lot will be installed soon, and there was question as to their location and programmability.

4. Public Comments

Paul Gnadt, Keene Chamber of Commerce President, shared an update on the *Voices of Keene* video production, and played a clip from one of the video interviews made.

5. Public Hearing

There was no public hearing scheduled for this meeting.

6. General

A. Review, discuss, and consider the minutes of the regular Keene EDC (Type B) Board meeting held on June 16, 2026.

A motion was made to approve the minutes as presented, and seconded. The motion carried.

Motion made by Vice President Gathings, Seconded by Heinrich.

Voting Yea: Vice President Gathings, Heinrich, Youngberg, Jackson

B. Receive, discuss, and take action on the Keene EDC (Type B) Board Budget for Fiscal Year 2027.

Administration presented the proposed budget for Fiscal Year 2026-2027 (FY27) Mira Lam, Director of Finance, was present to assist with answering questions and review changes from the previous fiscal year's budget. She covered the projected revenue based on the current businesses and those that are about to come into Keene and start business in 2027. After several questions for clarification and discussion on the Capital Improvement Projects and

Money market account balance, a motion was made to approve the Proposed Budget for Fiscal Year 2026-2027 for the Keene EDC (Type B) Board, and seconded.

Motion made by Heinrich, Seconded by Youngberg.

Voting Yea: Vice President Gathings, Heinrich, Youngberg, Jackson

C. *Receive an update from Chief Warner on the installation of the additional outdoor secondary warning sirens project.*

Chief Warner, Keene Fire Department, presented an update on the purchase and installation of the two additional outdoor warning sirens. The sirens have been ordered and are in production with a completion date of about August 7. Afterward it will be shipped, and installation is expected for late August or early September. Chief Warner will need to get renewed quotes for the electrical installation. There was no action taken on this item.

D. *Receive an update on the requested information for improvements to the Elisa Carver Park ballfields.*

Mr. Martin shared an update on the ballfield repair project. He received a quote for \$16,880 removing the top layer, about a foot down, of the large ballfield and get it filled in with safer fill and soil and adding a French drain to assist with moving water off the field area. This contractor is working on the field, and it will come from the maintenance budget.

7. Executive Session

There was no recess to Executive Session during this meeting.

8. Reconvene into Open Session

There were no items that needed action.

9. Requests for Future Agenda Items

There was a request for looking at possible future locations for adding sidewalks, specifically along Old Betsy Rd from the SWAU Gym to Elisa Carver Park.

10. Adjourn

There being no further business to discuss, Vice President Gathings adjourned the meeting at 4:31 p.m.

Approved this the _____ day of _____ 2026.

Presiding Member

Holly Russell, City Secretary