



## **NOTICE OF A MEETING**

**Parks and Recreation Advisory Board  
Wednesday, February 12, 2025 @ 12:00 p.m.  
City Hall – Second Floor Conference Room  
200 W. Vulcan Brenham, Texas 77833**

---

- 1. Call Meeting to Order**
- 2. Citizen and Visitor Comments**
- 3. Discuss and Possibly Act Upon the Election of Chairperson and Vice-Chairperson for a Term of One (1) Year**

### **WORK SESSION**

- 4. Discussion and Update Regarding Request for Proposals to Jackson Street Park Phase I Improvements**
- 5. Discussion and Update on Parks and Recreation Projects Funded in 2024-25**

### **REGULAR SESSION**

- 6. Staff Updates:**
  - Administration**
  - Blue Bell Aquatic Center**
  - Recreation**
  - Parks Maintenance**
- 7. Adjourn**

### **CERTIFICATION**

I certify that a copy of the February 12, 2025 agenda of items to be considered by the City of Brenham Parks and Recreation Advisory Board was posted to the City Hall bulletin board at 200 W. Vulcan, Brenham, Texas on Wednesday, February 5, 2025 at \_\_\_\_\_ a.m./p.m.

\_\_\_\_\_  
Tammy Jaster, Staff Liaison  
City of Brenham Parks and Recreation Advisory Board

**Disability Access Statement:** This meeting is wheelchair accessible. The accessible entrance is located at the Vulcan Street entrance to the City Administration Building. Accessible parking spaces are located adjoining the entrance. Auxiliary aids and services are available upon request (interpreters for the deaf must be requested twenty-four (24) hours before the meeting) by calling (979) 337-7567 for assistance.

I certify that the attached notice and agenda of items to be considered by the City of Brenham Parks and Recreation Advisory Board was removed by me from the City Hall bulletin board on the \_\_\_\_\_ day of \_\_\_\_\_, 2024 at \_\_\_\_\_ a.m./p.m.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title



To: Parks and Recreation Advisory Board  
From: Tammy Jaster, Aquatics & Recreation Superintendent  
Subject: Election of a Chairperson  
Date: February 3, 2025

---

This item enables the Board to appoint (or reappoint) the Chairperson and Vice-Chairperson for 2024. Setting the Chairperson and Vice-Chairperson is done annually. The term is for a one (1) year period per the Policies and Procedures for Boards and Commissions adopted by the City.

The Chairperson of the Board shall be the presiding officer for meetings, and the Vice-Chairperson shall act in the Chairperson's absence.

General Information:

- The term of Office: Three-year term-limit, nine years total; one-year layoff
- Meeting Schedule: Every other Month, 2nd Wednesday at Noon
- Staff Liaisons: Dane Rau, Tammy Jaster

<b>Position</b>	<b>Board Members</b>	<b>Term Expires December 31</b>
1	Tina Henderson	2026
2	Ginger Bosse	2026
3	Bill Betts	2025
4	Wendy Buth	2025
5	Delbert Boeker	2025
6	Courtney Mason	2025
7	Lee Chalmers	2026
8	Ann Jacobs	2026
9	William Robinson	2026
10	Trisha Hartstack	2026
11	Harvey McIntyre	2026

Terms expire December 31 of the member's designated term expiration.



# Memo

**To:** Parks and Recreation Advisory Board Members

**From:** Dane Rau, Director of Public Works

**Date:** February 5, 2025

**Re:** Discussion and Update Regarding Request for Proposals to Jackson Street Park Phase 1 Improvements

---

On February 4, 2025, the City of Brenham along with Burditt Architectural opened a request for proposals regarding the Jackson Street Park Phase 1 Improvements. The scope of work consisted of bringing the entire park up to ADA specifications, enhancement of one restroom facility, adding a new playscape and swing set, upgrading all electrical throughout the park which consist of the walking trail, field lighting, and low-level lighting under the trees and sidewalk extensions. It also includes an additional 4 courts for pickleball.

Within the last two years BCDC has allocated \$1.2 M dollars toward Phase I. With engineering costs, geotechnical reports, and paying for the playground/swing set already that left us with slightly over \$925,000 for the rest of the amenities that we wish to add.

We had a total of 8 companies send proposals for the work, in which all proposals were very complete but overall were over the \$1M mark. The lowest proposal was from DL Meachum at \$1,145,690 with an alternate of \$35,270 for the shade covers for the new pickleball courts. Other bids ranged from \$1.17M, \$1.205M, \$1.26M, \$1.35M and upwards. This leaves us about \$215,000 short.

Next week we will sit down with our finance team along with our administration and see how we would like to proceed. There is an opportunity to award the proposal and then work with the chosen company to value engineer some elements out. We will also take this time to vet the two lowest companies.

If you have any input, we would like to hear those and since there was a base bid and one alternate we will reach out and get a breakout of the specific values to consider. We will work hard to find a way to get this project off the ground and start on these improvements soon.



# Memo

**To:** Parks and Recreation Advisory Board Members

**From:** Dane Rau, Director of Public Works

**Date:** February 5, 2025

**Re:** Discussion and Update on Parks and Recreation Projects Funded in 2024-25

---

We wanted to give you all an update on our 2024-25 funded projects and how they were going as it relates to timing and costs. In the table below you will see how well we have moved these forward and the costs associated with each. By your support along with BCDC this funding allows us to keep up with our maintenance in the Parks System and at the Aquatic Center. We strive to keep our parks in great shape and are proud of what we have!

2024-2025 BCDC Parks & Recreation Projects	Original Budget	Actual Cost	
<b>Aquatics:</b>			
Replaster Therapy Pool	\$20,000	\$22,700	COMPLETED
Roof Access /Lift	\$35,000	\$14,245	COMPLETED
BBAC HVAC Ductwork	\$26,000	\$29,240	COMPLETED
Automatic Back Door/Awning for Handicap Parking	\$15,000	\$14,525	Automatic Door In, Awning Arriving Soon
<b>Parks:</b>			
Henderson Windscreen	\$12,000	\$11,125	COMPLETED
Hohlt Material Bins	\$20,000	\$20,652	COMPLETED
Jackson St. Park Improvements Phase 2	\$500,00		RFP Received 2/4/25 PO Issued waiting on Arrival
Hohlt Pump Station	\$140,00	\$141,000	

Hohlt Expansion Joint Sealing	\$12,000	\$10,800	PO Issued should be completed soon
Schulte Field Renovations	\$15,000		After July Put in BFP Fund
BFP Site Amenities	\$300,00	\$300,000	
Turf Mounds/Home Plates-LAP (2) & Pflughaupt	\$32,000	\$38,436	COMPLETED
<b>Recreation:</b>			
Movies in the Park	\$4,000		Spring/Summer 2025