



## CITY COUNCIL AGENDA ITEM BRIEFING SHEET

<b>Council Date:</b> May 14, 2024	<b>Department:</b> Planning & Development	<b>Presented By:</b> Toni Fisher, Director
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**Discussion & Action: Approval of Contract Proposal for Professional Services by Westwood Professional Services, Inc.**

### **BACKGROUND:**

Kings Gate Park was conveyed from the Wilks Development to the City of Willow Park in December 2023. This 30-acre park is largest in our city and it hosts a playground, concrete walking trail, and parking lot.

There has been much discussion about desired improvements to this park including restrooms, additional parking, more playground equipment, and sporting areas, and the Weatherford Mountain Bike Club is beginning on construction of the first vision of the Willow Park Trail System this month with The Trinity Track, which will also include a beginner skills area in the future. Before improvements are chosen, it was the desire of Staff and Mayor Pro Tem, Lea Young, to formally program this park, rather than choose random projects and placement.

Dorothy Witmeyer of Westwood Professional Services, Inc., designed and executed the Cross Timbers Park playground and restroom, which opened in April 2021. Since then, it has been populated by our community's families on a daily basis. With this success, it is proposed that Ms. Witmeyer's same skills be requested for Kings Gate Park.

The attached contract as presented to City Council is for the professional services of Westwood Professional Services, Inc., in the amount of \$32,400 for programming Kings Gate Park. These funds are currently available within the Parks Budget for Professional Services.

### **STAFF RECOMMENDATION:**

Staff recommend approval and execution of the Contract Proposal from Westwood Professional Services, Inc., as presented.

### **EXHIBITS:**

- Westwood Professional Services, Inc.'s Contract Proposal will provided prior to the meeting.

### **RECOMMENDED MOTION:**

**Motion to approve the Contract with Westwood Professional Services, Inc., as presented, in the amount of \$32,400.**