

BURLESON PARKS ADVISORY BOARD  
January 13, 2022  
MINUTES

Call to Order – 6:04 PM

Roll Call

Board Members Present

Cynthia Plonien  
Sherry Scott  
Thomas Fleeger  
Michael Massey

Board Members Absent

Matthew Quinn  
Emily Quinn  
Jessie Farris

Staff in Attendance:

Jen Basham (Director of Parks and Recreation)  
David Lopez (Deputy Director, Parks)  
Kerry Montgomery (Senior Administrative Secretary)

Guests

**1. Approve the December 9, 2021 meeting minutes.**

A motion was made by Michael Massey and seconded by Thomas Fleeger to accept the minutes as presented. The motion passed 4 – 0, with Matthew Quinn, Emily Quinn and Jessie Farris being absent.

**2. Citizen Appearances**

None

**3. Receive a report, hold a discussion and provide staff feedback regarding potential improvements to Claudia's Playground. (Staff presenter: Jen Basham, Director)**

Claudia's Playground has been identified as a priority for development through the parks master plan. \$400,000 has been identified in the capital improvement plan to develop the park. The site is situated in a residential area. An initial review of the park has determined that based on the size and location of the park, Claudia's Playground is considered a neighborhood park. Typical amenities for a neighborhood park (a park that is between 1-15 acres) include: play feature, benches, picnic table, parking, lighting and drinking fountain. Claudia's Playground is 3.27 acres and has existing parking on site. Future improvements could include parking expansion, additional lighting, and a restroom. 2 surveys were sent out to the community to get feedback on specific elements and final design options. 641 respondents provided feedback on the concepts submitted. 5 design firms created concepts for the park including: BCI Burke, LSI, Berliner, Miracle, and Kraftsman. Miracle's conceptual design was the overall supported winner with 48% of votes. Sherry Scott made a motion to recommend Miracle's concept as supported by the survey. Thomas Fleeger seconded the

motion. The motion passed 4-0 with Matthew Quinn, Emily Quinn and Jessie Farris being absent.

**4. Receive a report, hold a discussion, and provide staff feedback regarding potential improvements to Cindy Park. (Staff Presenter: Jen Basham, Parks and Recreation Director)**

Cindy Park has been identified as a priority for development through the parks master plan. \$200,000 has been identified in the capital improvement plan to develop the park. The site is situated in a residential area. An initial review of the park has determined that based on the size and location of the park, Cindy Park is considered a pocket park. Typical amenities for a pocket park (a park that is less than .5 acres) include: play feature, benches, picnic table, and drinking fountain. They do not include parking, restrooms, lighting, or paved trails (unless connecting to a linear linkage). 2 surveys were sent out to the community to get feedback on specific elements and final design options. 579 respondents provided feedback on the concepts submitted. 5 design firms created concepts for the park including: BCI Burke, LSI, Berliner, Miracle, and Kraftsman. Kraftsman's conceptual design was the overall supported winner with 54% of the votes. Thomas Fleeger made a motion to recommend Kraftman's concept as supported in the survey. Sherry Scott seconded the motion. The motion passed 4-0, with Matthew Quinn, Emily, Quinn and Jessie Farris being absent.

**5. Receive a report regarding Parks and Recreation program and updates. (Staff presenter: Jen Basham, Director)**

The board was briefed in regards to special events, programming, revenue and capital improvement projects for The BRiCK, Golf, Russell Farms, and Parks. A discussion followed.

**6. Community Announcements:**

The January programming calendar was presented for the board to review.

**7. Board Requests for Future Agenda Items or Reports**

**Adjourn**

There being no further business, Chairperson Plonien adjourned the meeting.

Time – 6:42 PM

  
Kerry Montgomery, Senior Administrative Secretary