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Thursday, January 13, 2022

City Hall Council Chambers

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Call to Order - 6:00 PM

1. Approve the minutes from the December 9, 2021, meeting. *(Staff presenter: Kerry Montgomery, Senior Administrative Secretary)*
2. Citizen Appearances
3. Receive a report, hold a discussion, and provide staff feedback regarding potential improvements to Claudia's Playground. *(Staff presenter: Jen Basham, Director)*
4. Receive a report, hold a discussion, and provide staff feedback regarding potential improvements to Cindy's Playground. *(Staff presenter: Jen Basham, Director)*
5. Receive a report regarding departmental updates. *(Staff presenter: Jen Basham, Director)*
6. Community Announcements:  
Attached
7. Board Requests for Future Agenda Items or Reports

Adjourn

Staff Contact

Jen Basham, CPRE  
Director  
Parks & Recreation  
817-426-9201

## CERTIFICATE

I hereby certify that the above agenda was posted on this **the 6th of January 2022, by 5:00 p.m.**, on the official bulletin board at the Burleson City Hall, 141 W. Renfro, Burleson, Texas.



*Amanda Campos*

Amanda Campos  
City Secretary

### ACCESSIBILITY STATEMENT

The Burleson Recreation Center is wheelchair accessible. The entry ramp is located in the front of the building. Accessible parking spaces are also available in that area. Sign interpretative services for meetings must be made 48-hours in advance of the meeting. Call the A.D.A. Coordinator at 817-426-9600, or TDD 1-800-735-2989.





## City of Burleson

### Parks Board

BRiCk Conference Room  
550 NW Summercrest Blvd  
Burleson, TX 76028

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#### AGENDA INFORMATION SHEET

**DEPARTMENT:** Parks & Rec

**DATE:** 01/13/2022

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**Subject:**

Approve the minutes from the December 9, 2021, meeting. *(Staff presenter: Kerry Montgomery, Senior Administrative Secretary)*

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#### Attachments

Minutes

**Respectfully submitted:**

Jen Basham, CPRE  
Director  
Parks and Recreation  
817-426-9201  
jbasham@burlesontx.com

PARKS ADVISORY BOARD  
DECEMBER 9 2021  
**DRAFT** MINUTES

Call to Order: - 6:00 PM

Roll Call

Board Members Present

Thomas Fleeger  
Emily Quinn  
Michael Massey  
Jessie Farris  
Cynthia Plonien  
Sherry Scott  
Matthew Quinn

Board Members Absent

Staff in Attendance:

Jen Basham, Director of Parks and Recreation  
David Lopez, Deputy Director-Parks  
Lisa Duello, Neighborhood Services Director  
Paula Skundberg, Recording Secretary

1. **Approve the minutes from the November 4 and November 11, 2021 meetings. (Staff presenter: Kerry Montgomery, Senior Administrative Secretary)**

Motion was made by Sherry Scott and seconded by Matthew Quinn to approve the minutes.

Motion passed 5-0. Abstained Thomas Fleeger.

2. **Citizens Appearances**

None.

3. **Receive a report, hold a discussion and provide a recommendation regarding Ryan Stalsby as the selected artist by the Keep Burleson Beautiful Board to create a public art mural on the embankment at Bailey Lake Park. (Staff Contact: Lisa Duello, Neighborhood Services Director)**

Lisa Duello gave a report and presentation on Ryan Stalsby as the selected artist by the Keep Burleson Beautiful (KBB) Board to create a public art mural on the embankment at Bailey Lake Park.

Key discussion points:

- KBB and Environmental Services starting the installation of public art at Bailey Lake

- KBB theme is “Burleson Native Plants and Animals”
- Creating public art is an Environmental Services strategic plan item
- Several options were presented to the Park Board in March 2021 with the decision to have mural painted on the Hidden Creek Embankment
- Call for Art (September 2021-November 1, 2021) attracted 56 artists from all over the US and Canada and Ukraine; project goal and selection criteria
- KBB selection process
- Brief summary of Ryan Stalsby's background and artwork accomplishments
- The budget is \$15,000 (\$13,000-City and \$2,000-KBB)
- Preventative processes to combat fading of mural from weather elements and graffiti - use of stabilizers, clear coats, and other products
- Project timeline. Council in January 2022, start work in Spring 2022, approximately 60 days to complete with an ETA of May 2022

Options presented:

1. Approve Ryan Stalsby as the artist selected by KBB
2. Deny selection

Motion was made by Sherry Scott and seconded by Sara Farris to approve the staff recommendation presented.

Motion passed 6-0.

**4. Consider recommending approval of five new skills features for the Chisenhall Fields hike and Bike Trails. (Staff Presenter: David Lopez, Deputy Director)**

Staff gave a report and presentation regarding the approval of five new skills features for the Chisenhall Fields hike and Bike Trails.

- Features include: jump line-intermediate level, wood berm-beginner level, log roll (Boardwalk)-intermediate level, truck feature-intermediate level, tabletop feature-beginner level and exit drops-intermediate level.
- Proposed features are floodplain compliant.
- All proposed features include a by-pass opt out option.
- Noted presence of members from the Burleson MTB Riders group in audience
- Burleson MTB group will build the features by means of donations first before Parks steps in to assist.
- Proposed features will be maintained by Burleson MTB Riders group, 240 maintenance hours with Parks available to assist when needed.
- Repair materials will be provided by Burleson MTB Riders group by means of donations first then Parks if needed.
- The by-pass opt out features should handle any risk issues.
- Truck feature to be built over the existing truck bed.

- Burleson MTB group will be available to assist public safety staff with signage clarification and staff training.

Options presented:

1. Recommend approval of installing proposed features
2. Recommend approval of installing proposed features with changes
3. Deny

Staff recommendation, option 1.

Motion was made by Thomas Fleeger and seconded by Sherry Scott to approve the staff recommendation as presented.

Motion passed 6-0.

**5. Receive a report regarding Department Updates. (Staff Presenter: Jen Basham, Director)**

Staff gave a report regarding department updates and responded to board's comments and questions.

- Recreation Special Events – recaps and upcoming
- Splash Pad Groundbreaking event – December 10
- Recreation programming
- Russell Farm: Team Highlight
- Marketing and Community Engagement highlights and achievements
- BRiCK – projects in progress, completed, planned and November statistics overview
- Golf – November statistics overview
- Parks – Capital Project Updates
- General Parks Updates
- Park signage, signs are being used to inform the community in advance of planned upcoming projects/repairs/enhancements of parks. Signage includes an OCR bar, so citizens can quickly scan to obtain additional project details.
- Holiday fireworks following the parade time delay - intentional for safety reasons. Staff is looking at other alternatives to fireworks, a safety precaution for this event, as the area continues to be developed.

**6. Community Announcements.**

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

None

**Adjourn**

There being no further business, Chairperson Cynthia Plonien adjourned the meeting.  
Time – 6:44 p.m.

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Paula Skundberg, Recording Secretary

**Park Board**

**3.**

**TO:** Parks Board

**FROM:** Jen Basham, Director of Parks & Recreation

**DATE:** 01/13/2022

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

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**Board Action Requested:**

**Background Information:**

**Board/Citizen Input:**

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**Attachments**

Department Memo

Staff Presentation

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**Staff Contact:**

Jen Basham, CPRE

Director

Parks and Recreation

817-426-9201

[jbasham@burlesontx.com](mailto:jbasham@burlesontx.com)

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**DEPARTMENT MEMO**

**DEPARTMENT:**    **Parks and Recreation**

**FROM:**            **Jen Basham**

**MEETING:**        **January 13, 2022**

**SUBJECT:**

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

**SUMMARY:**

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.



The concept includes:

- Climbers
- Fitness Equipment
- Umbrella canopy shades
- Benches and picnic tables
- Swings

**OPTIONS:**

- Recommend approval as presented
- Recommend with changes
- Recommend denial

**RECOMMENDATION:**

Staff recommends proceeding with the park concept with the cantilever shades over benches for approximately \$399,607.00

**FISCAL IMPACT:**

The total \$399,607.00 will be allocated from 4B.

**Budgeted Y/N:** Y

**Fund Name:** 4B



**Full Account #:**

**Amount:** \$399,607.00

**STAFF CONTACT:**

Jen Basham  
Director  
Parks and Recreation  
817-426-9201  
jbasham@burlesontx.com

# Claudia's Playground

Park Board-January 13, 2022

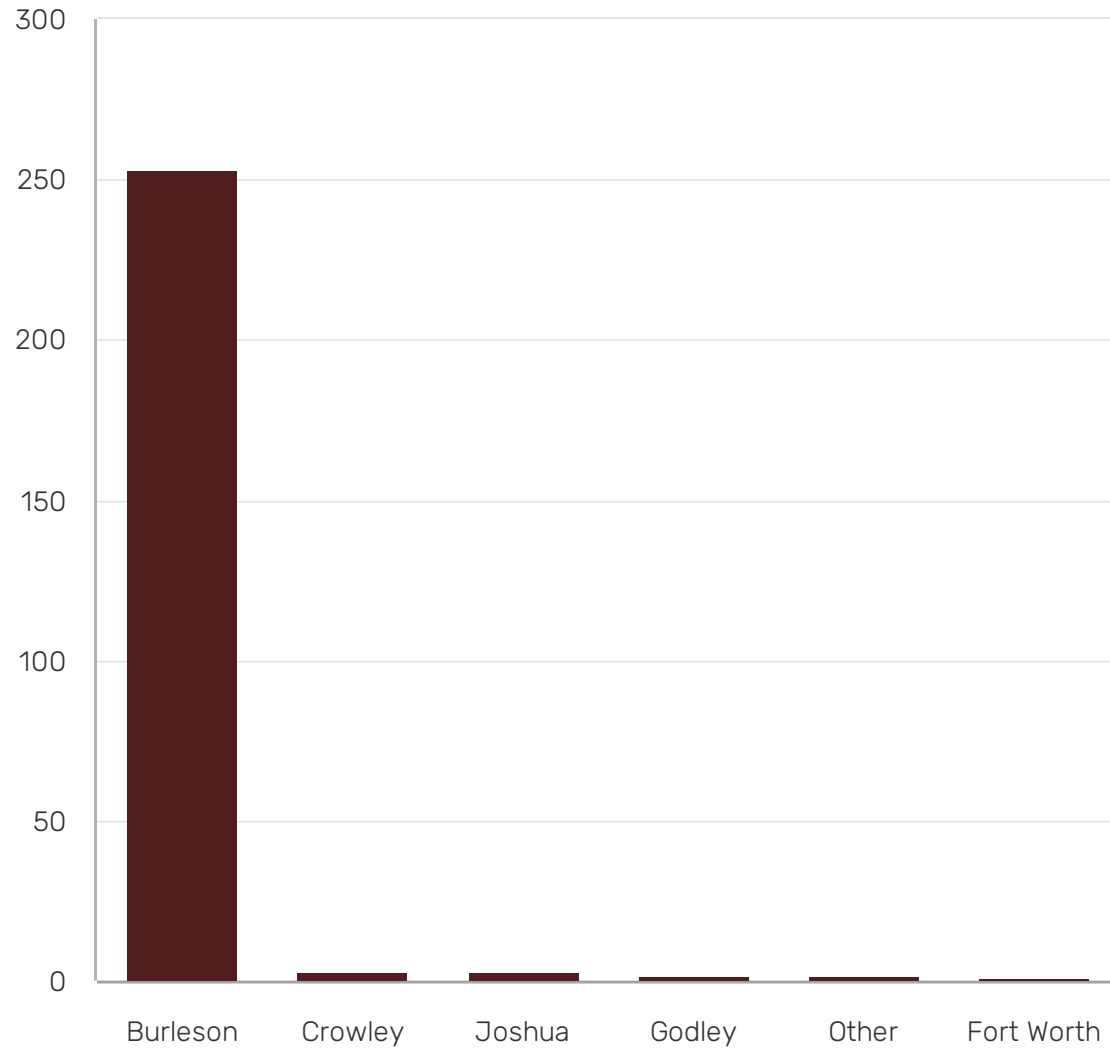
Staff Presenter: Jen Basham, Director of Parks and Recreation



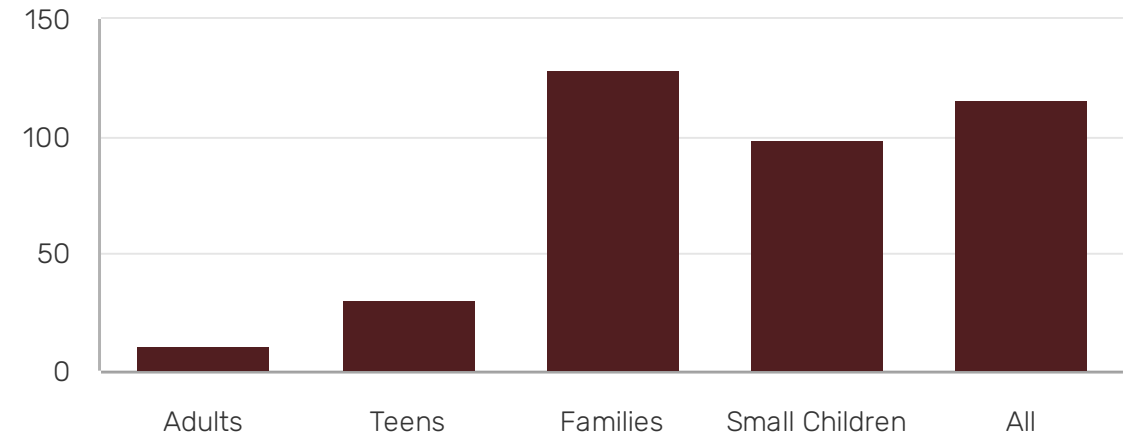
# Background

- Claudia's Playground has been approved as a 2022 project in the Parks Capital Improvement Program
- This project has been budgeted with \$400,000
- 2 rounds of survey have been completed to determine what features and improvements should be included in the final design
- 5 playground manufacturers submitted concepts based on survey feedback with project budgets in mind
- 3 concepts were sent to the community for voting

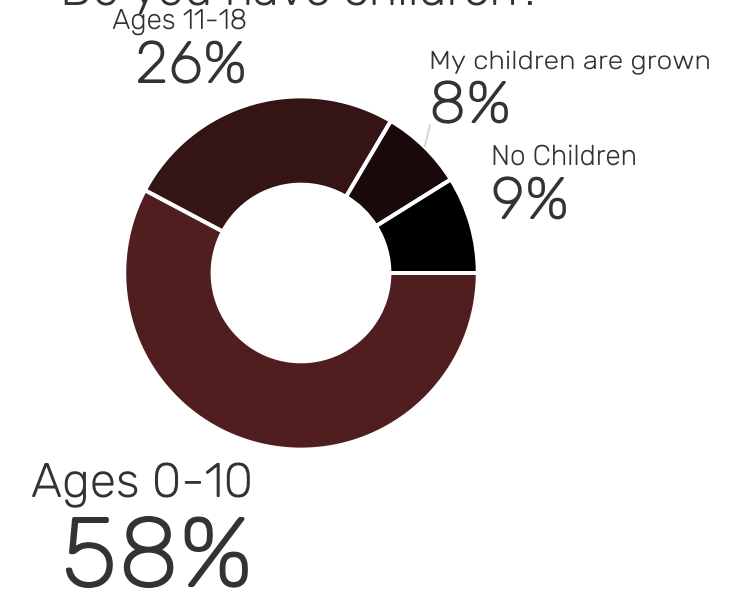
Survey 1-Where do you live?



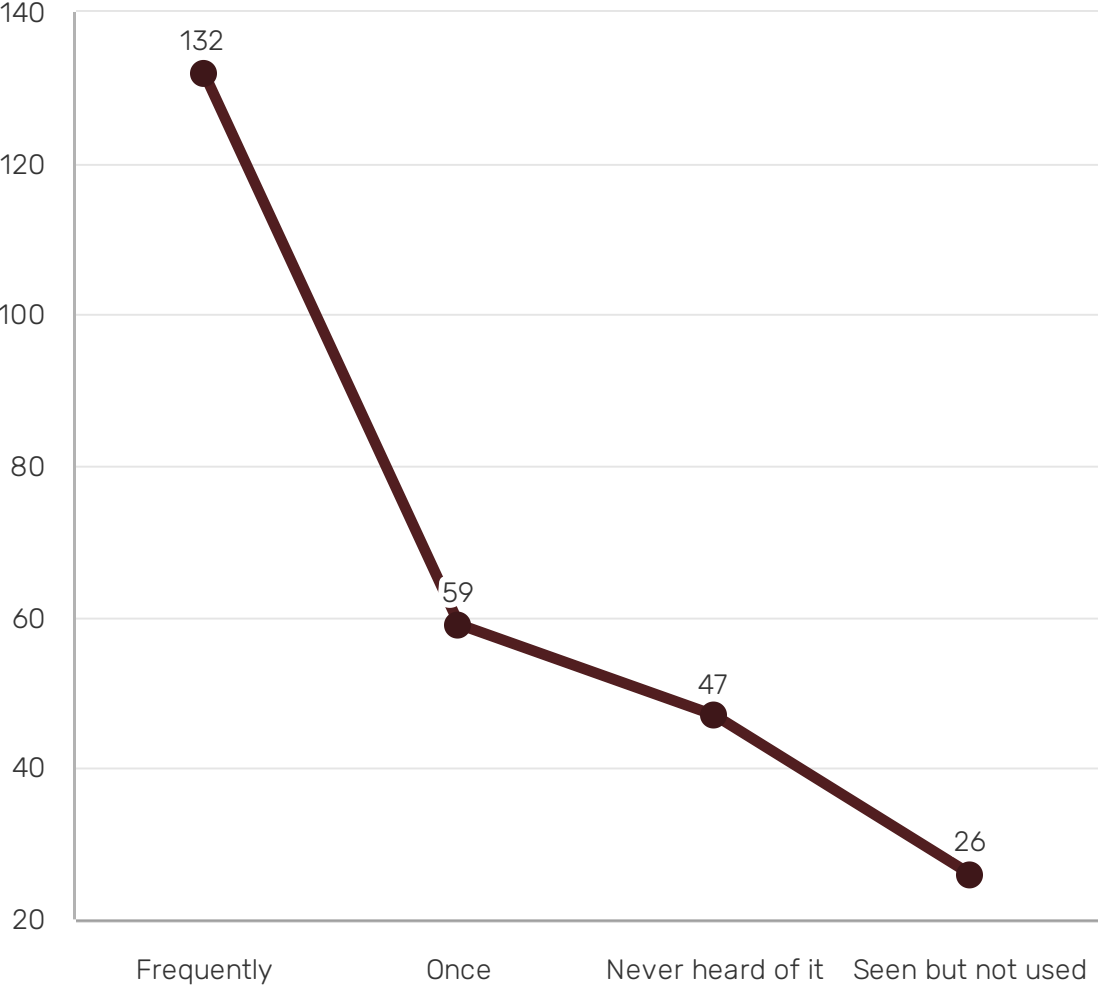
Who Should the park cater to?



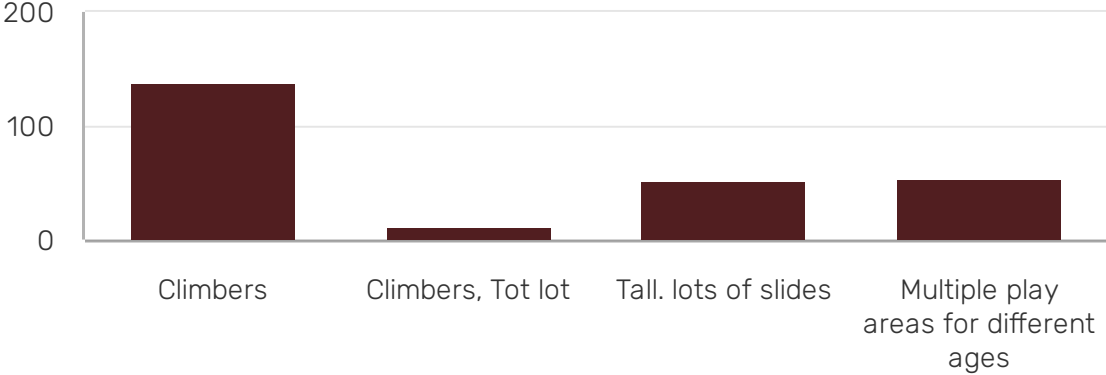
Do you have children?



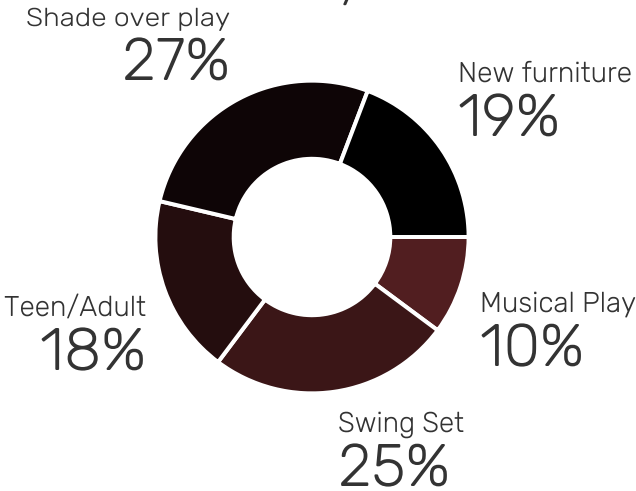
# Have you ever visited Claudia's Playground?



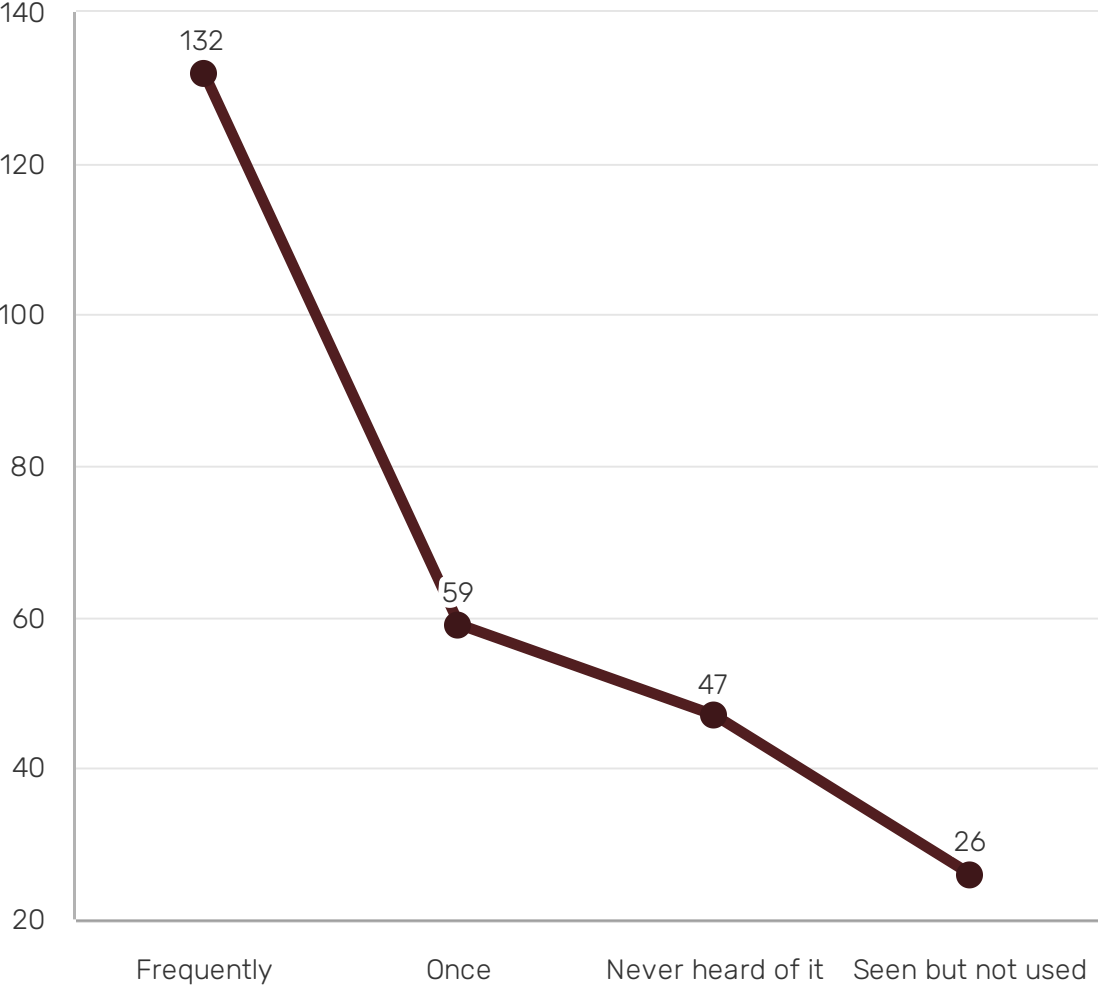
# What Style Play?



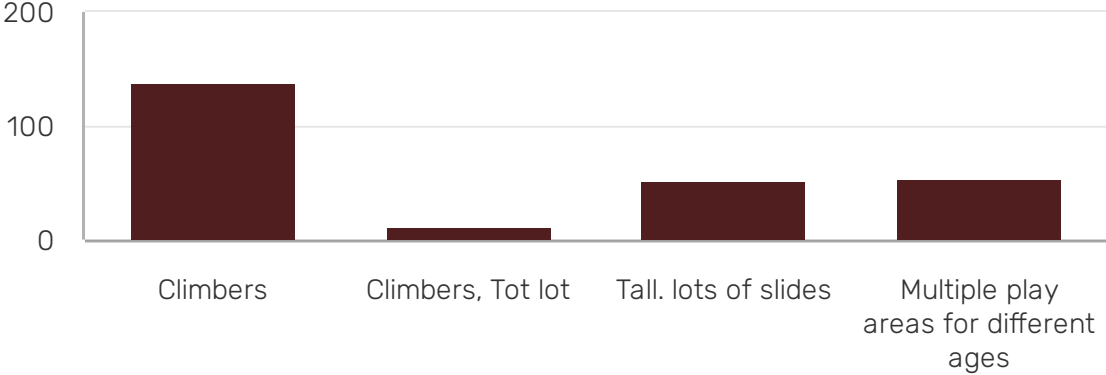
# Which of the following would you like to see at Cindy?



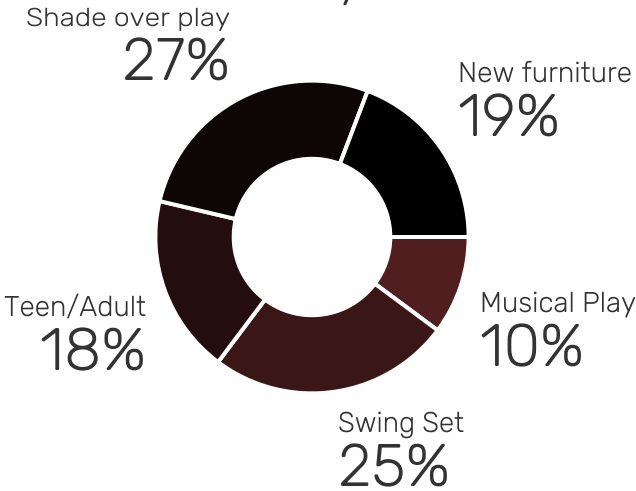
# Have you ever visited Claudia's Playground?



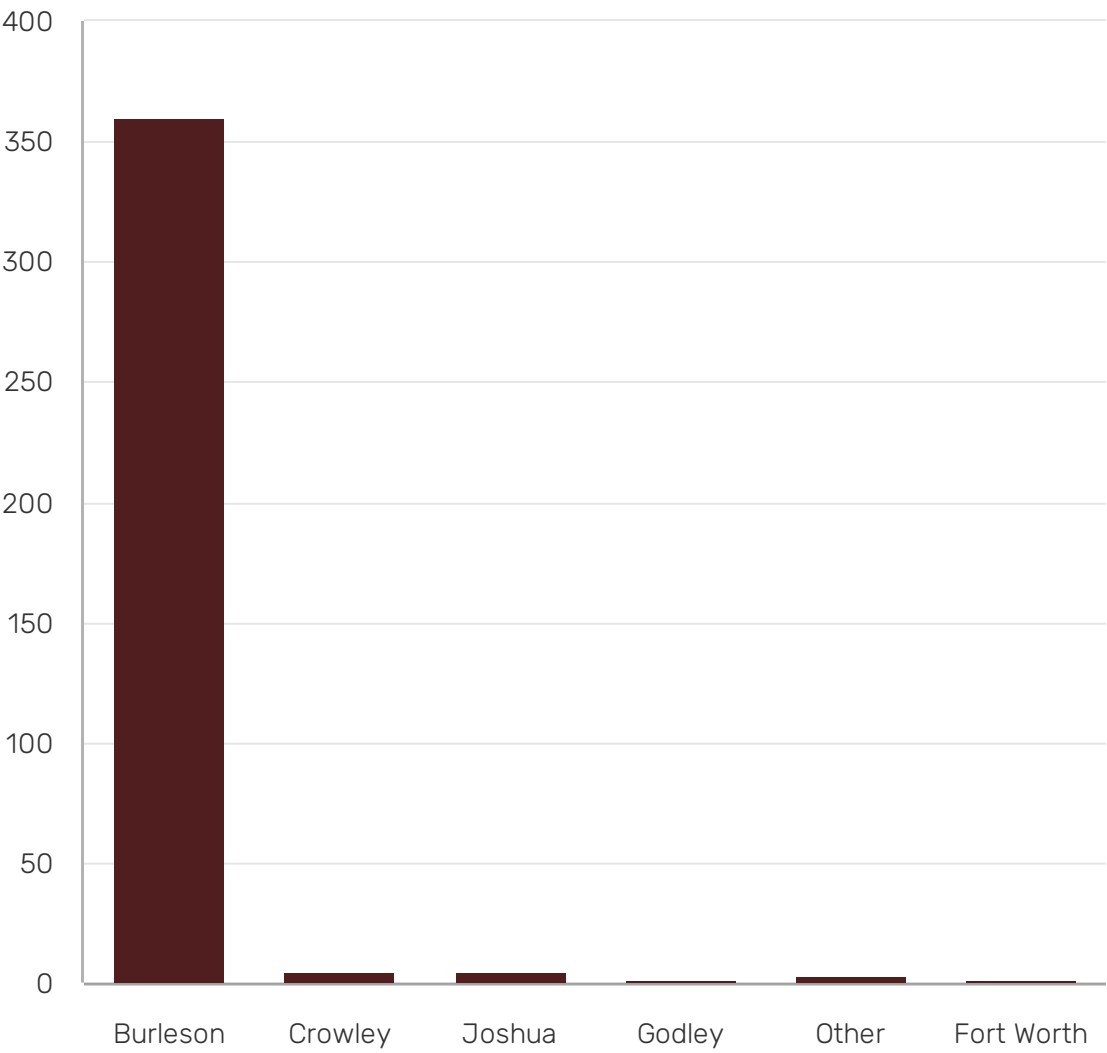
# What Style Play?



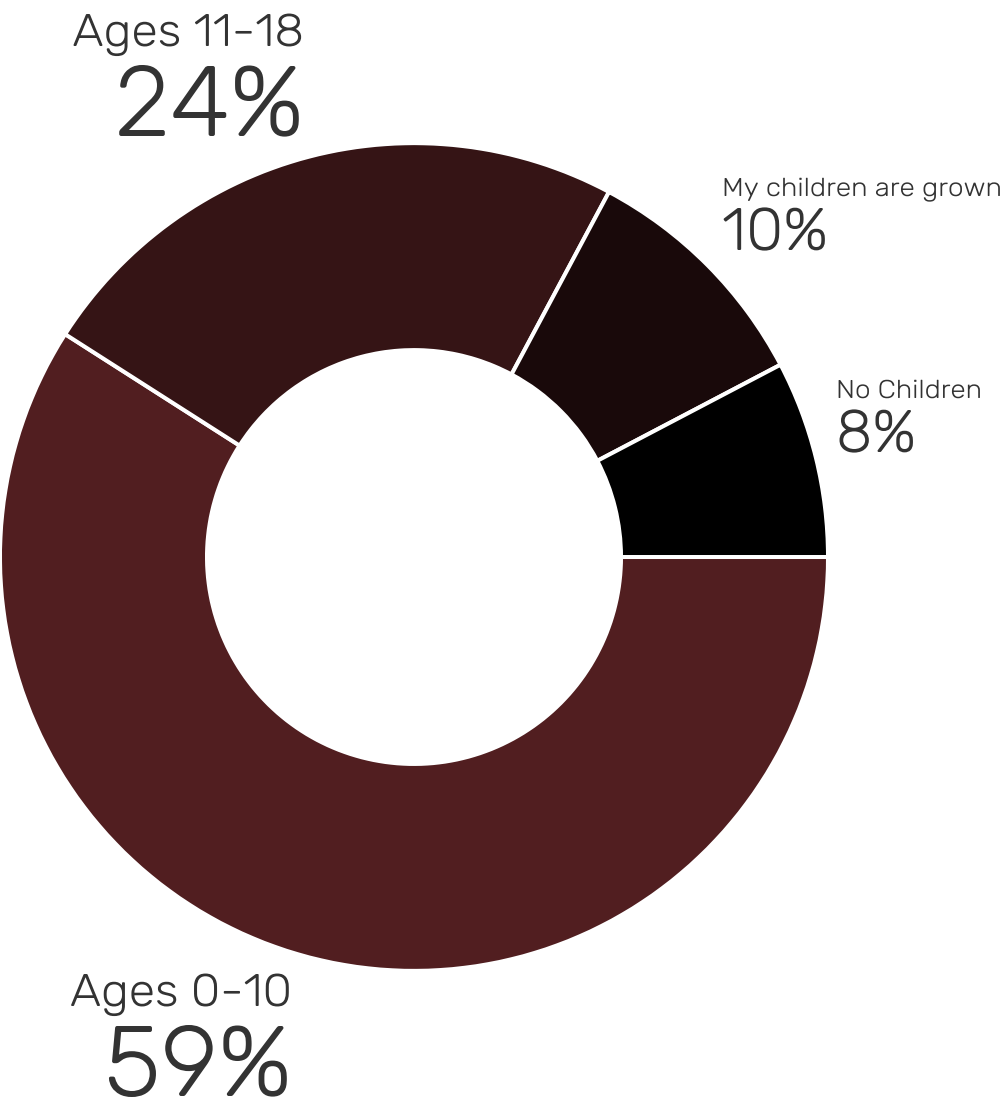
# Which of the following would you like to see at Cindy?



Survey 2-Where do you live?



Do you have children?

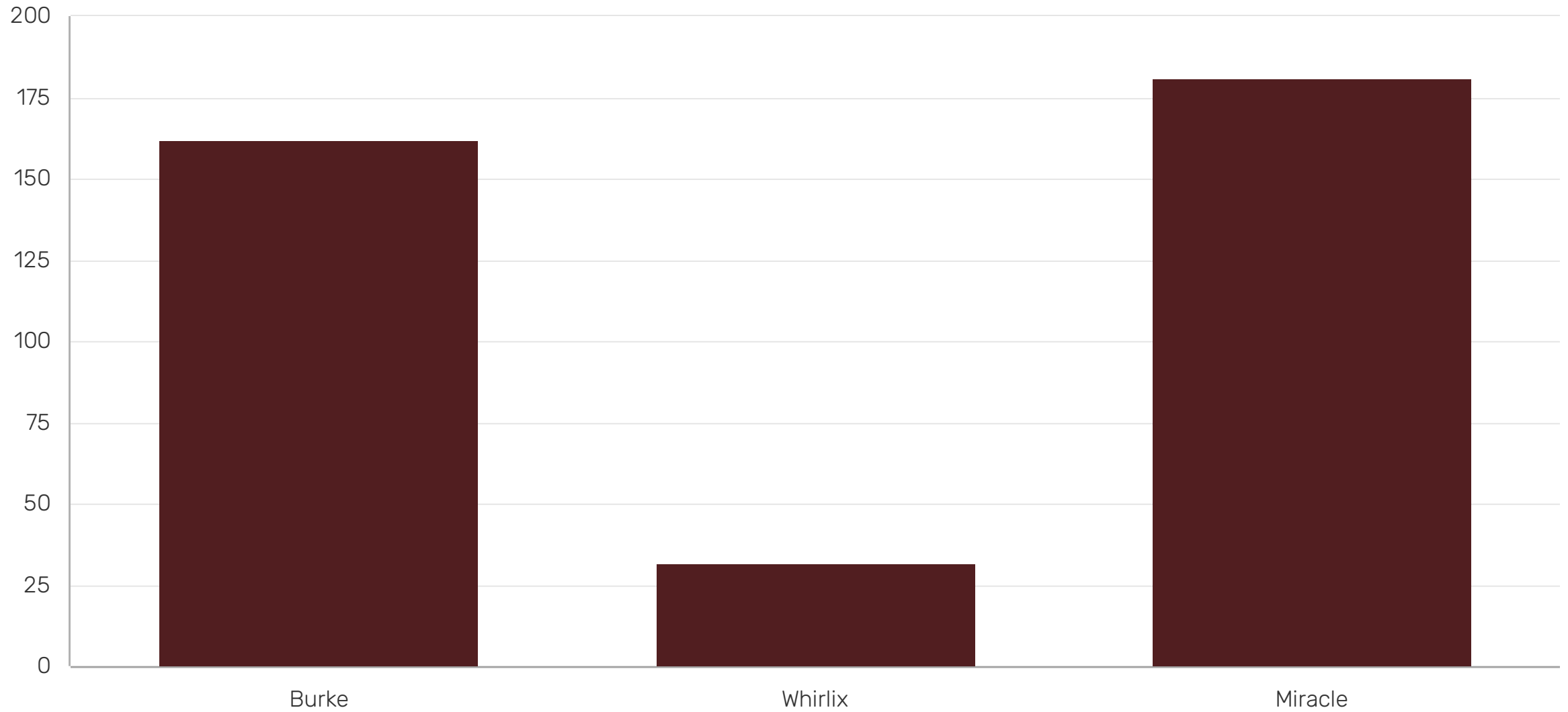


# Summary of Surveys

- Survey 1- 264 responses, open for 1 month  
Additional requests made for items like: restrooms, lighting, splash pad
- Survey 2-377 responses-open for 2 weeks  
Additional requests made for items like: restrooms, lighting, splash pad, skate park
- Total responses-641



## Which Playground?





BURKE



















# Miracle Concept Includes:

- Playground
- Climbers
- Swings
- Fitness Equipment
- 2 Benches
- 2 Tables
- Shade
- Trash Receptacles
- \$399,607.00

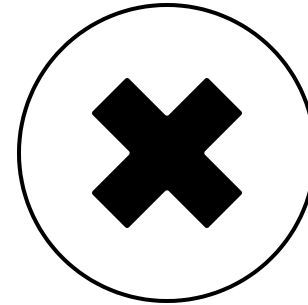
# Options

Staff Recommendation



New Park Concept

- Recommend contract with Miracle in the amount of \$399,607.00 for improvements at Claudia's Playground



Direct staff not to proceed with project





## City of Burleson

### Parks Board

BRiCk Conference Room  
550 NW Summercrest Blvd  
Burleson, TX 76028

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#### AGENDA INFORMATION SHEET

**DEPARTMENT:** Parks & Rec

**DATE:** 01/13/2022

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**Subject:**

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

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#### Attachments

Dept memo  
Presentation

**Respectfully submitted:**

Jen Basham, CPRE  
Director  
Parks and Recreation  
817-426-9201  
jbasham@burlesontx.com

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**DEPARTMENT MEMO**

**DEPARTMENT:**    **Parks and Recreation**

**FROM:**            **Jen Basham**

**MEETING:**        **January 13, 2022**

**SUBJECT:**

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

**SUMMARY:**

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.



The concept includes:

- Climbers
- Boulder Climbers
- Umbrella canopy shades
- Benches and picnic tables
- Swings

**OPTIONS:**

- Recommend approval as presented
- Recommend approval with changes
- Recommend denial

**RECOMMENDATION:**

Staff recommends proceeding with the park concept with the cantilever shades over benches for approximately \$195,091.63

**FISCAL IMPACT:**

The total \$195,091.63 will be allocated from 4B.

**Budgeted Y/N:** Y

**Fund Name:** 4B

**Full Account #:**

**Amount:** \$195,091.63

**STAFF CONTACT:**

Jen Basham  
Director  
Parks and Recreation  
817-426-9201  
[jbasham@burlesontx.com](mailto:jbasham@burlesontx.com)

# Cindy Park

Park Board-January 13, 2022

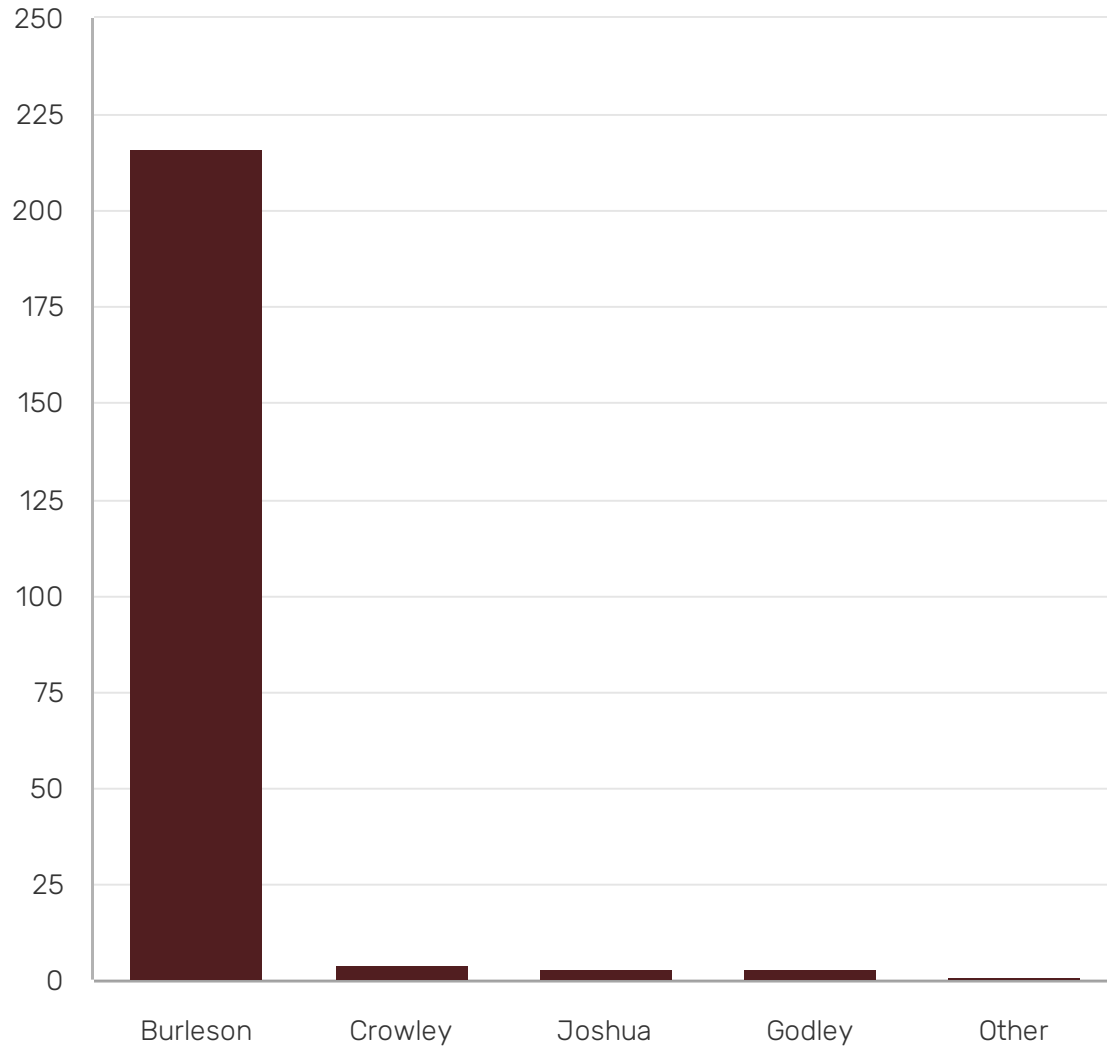
Staff Presenter: Jen Basham, Director of Parks and Recreation



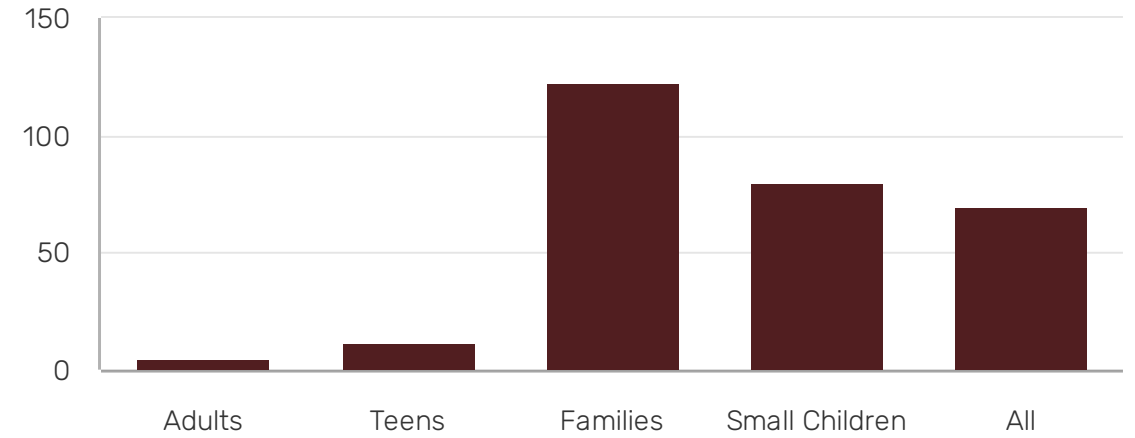
# Background

- Cindy Park has been approved as a 2022 project in the Parks Capital Improvement Program
- This project has been budgeted with \$200,000
- 2 rounds of survey have been completed to determine what features and improvements should be included in the final design
- 5 playground manufacturers submitted concepts based on survey feedback with project budgets in mind
- 3 concepts were sent to the community for voting

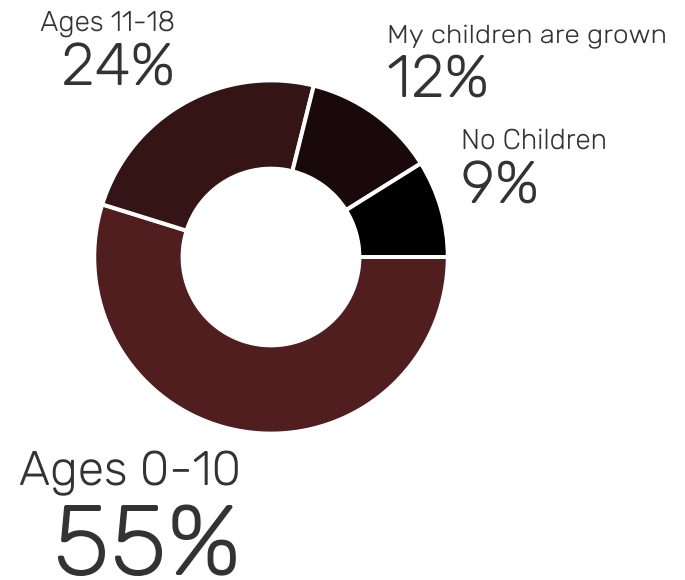
Survey 1-Where do you live?



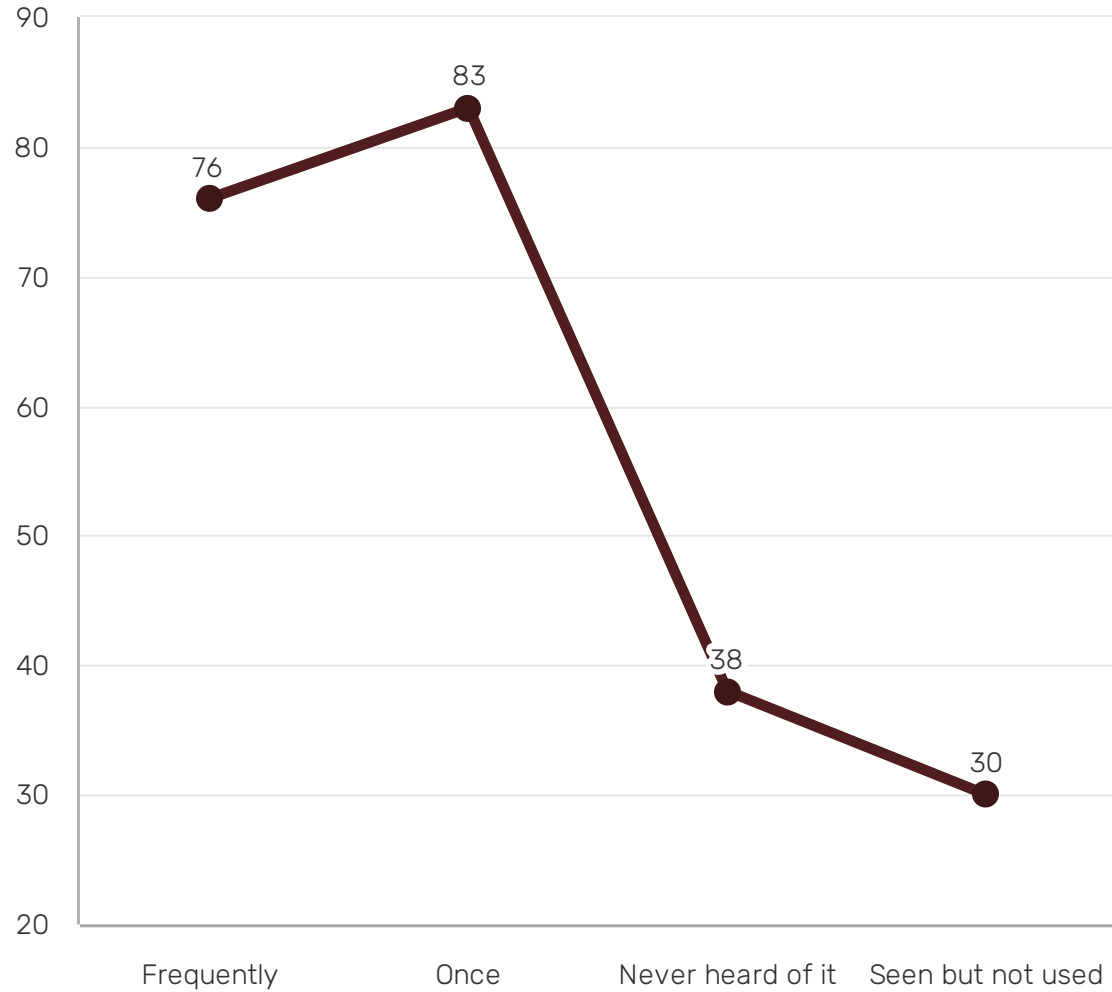
Who Should the park cater to?



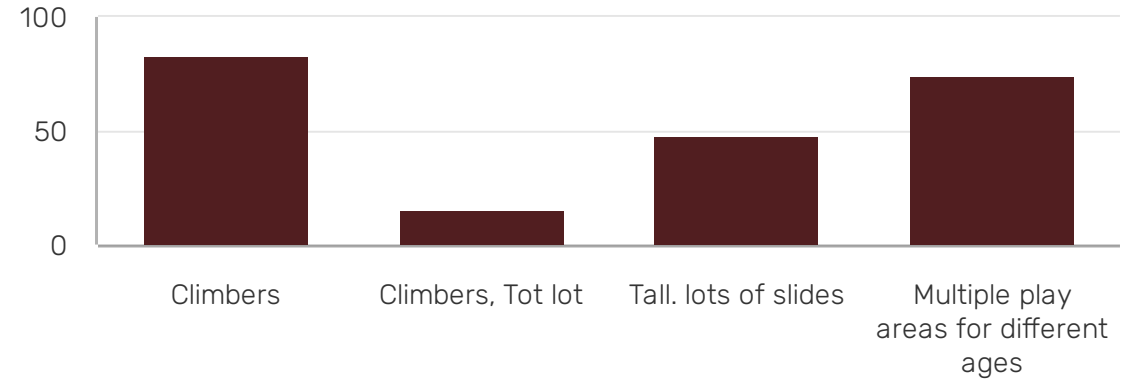
Do you have children?



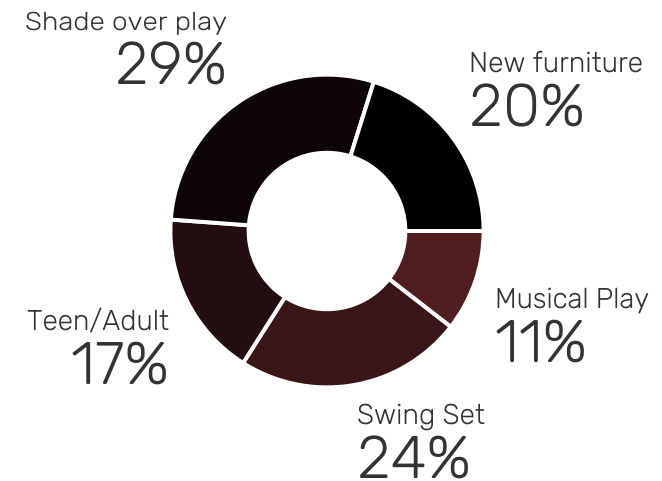
## Have you ever visited Cindy Park?



## What Style Play?

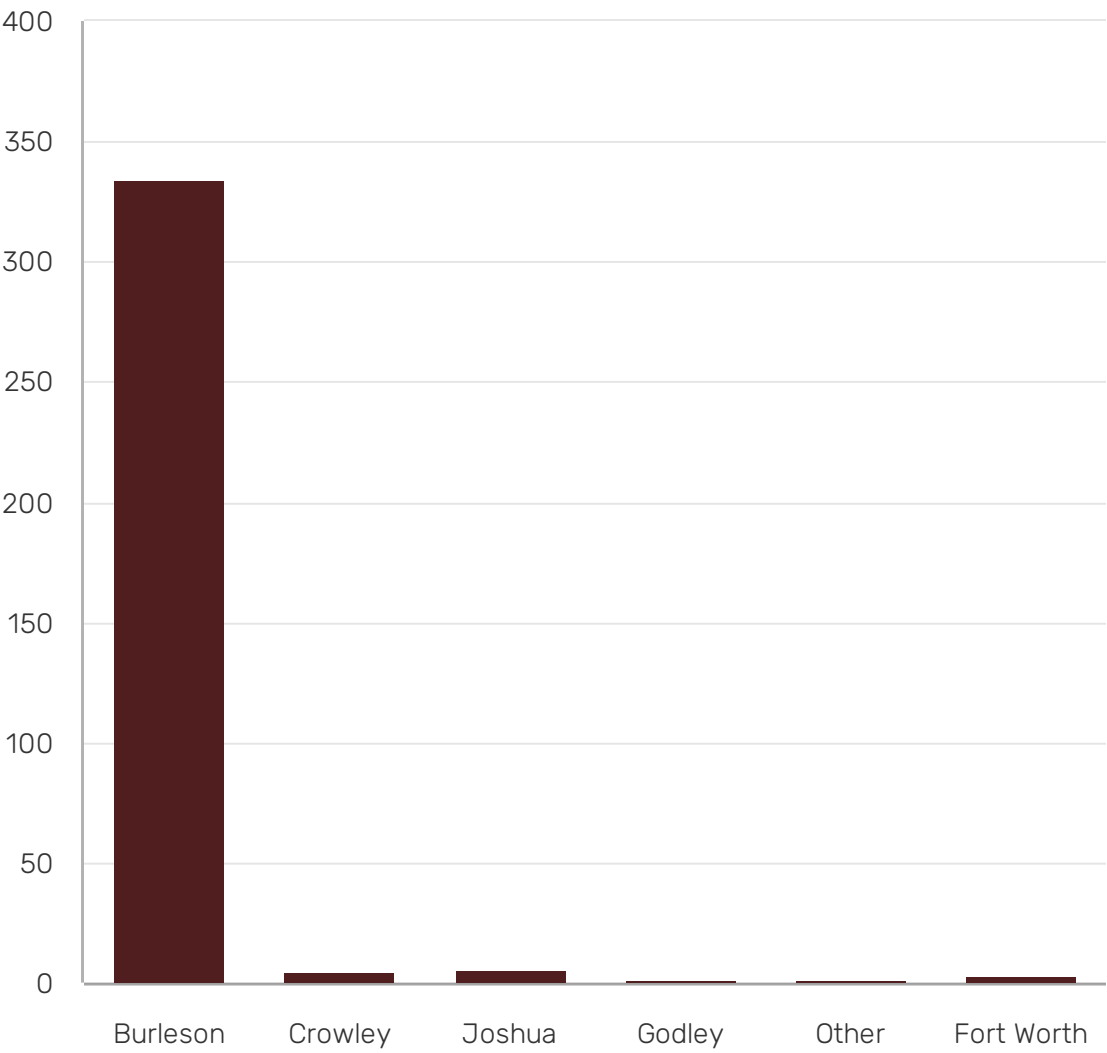


## Which of the following would you like to see at Cindy?

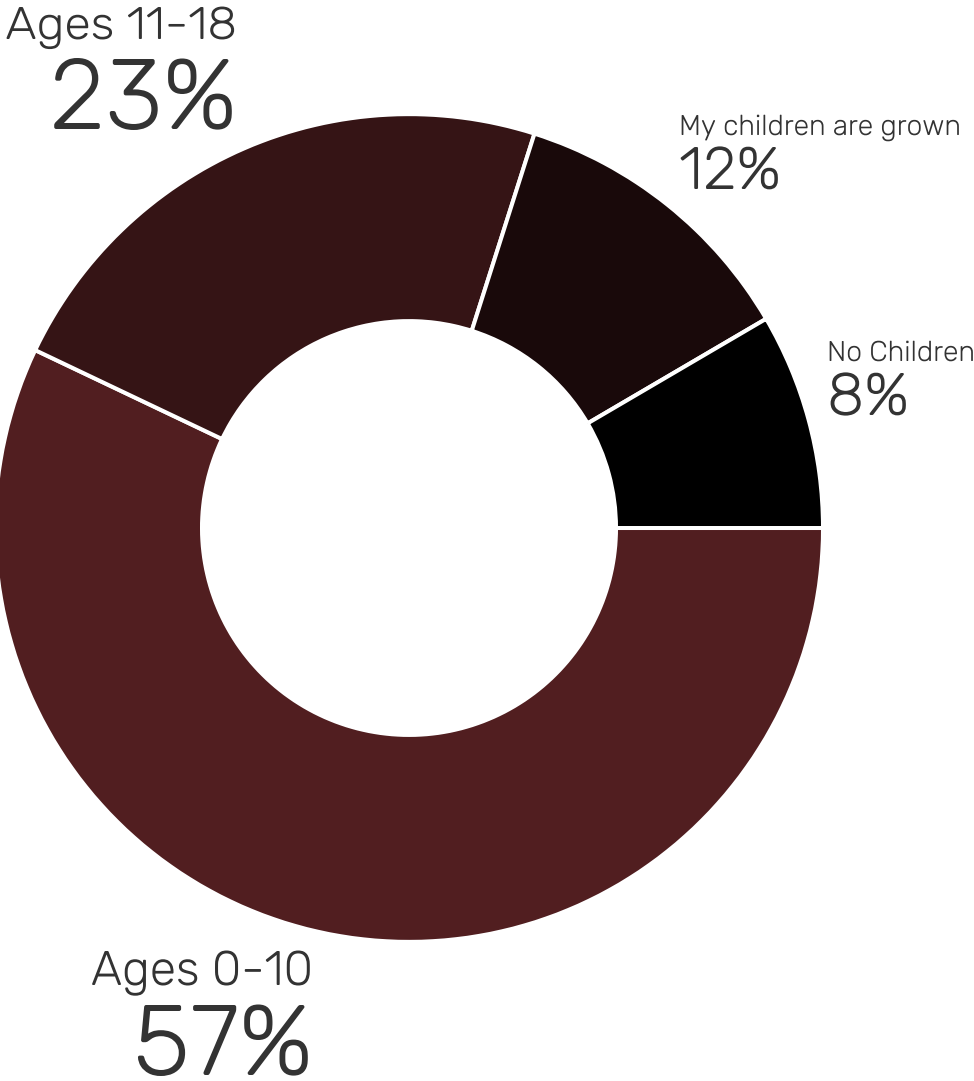




Survey 2-Where do you live?



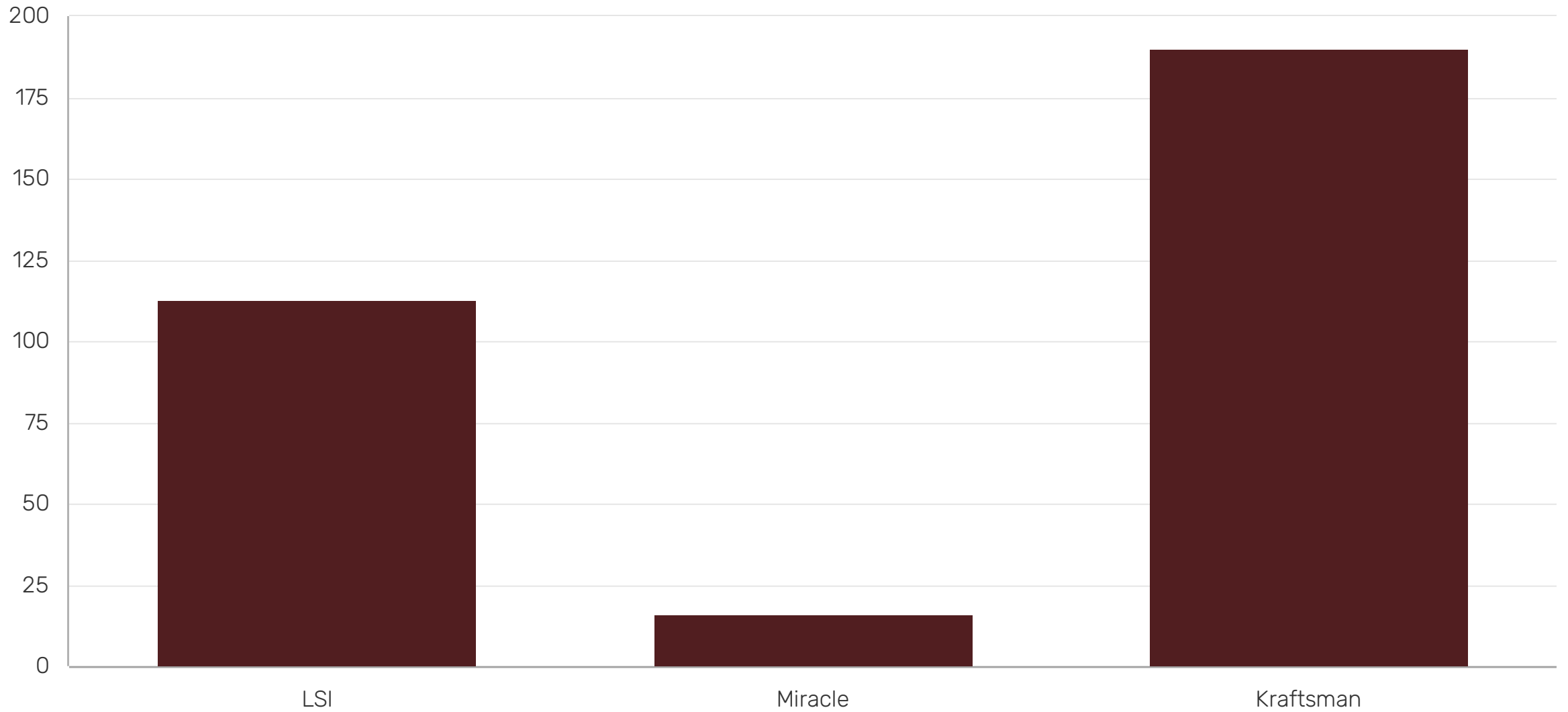
Do you have children?



# Summary of Surveys

- Survey 1- 227 responses, open for 1 month  
Additional requests made for items like: restrooms, lighting, remove/repair fencing
- Survey 2-352 responses-open for 2 weeks  
Additional requests made for items like: restrooms, lighting, splash pad, skate park
- Total responses-579

## Which Playground?





KRAFTSMAN



LSI



MIRACLE







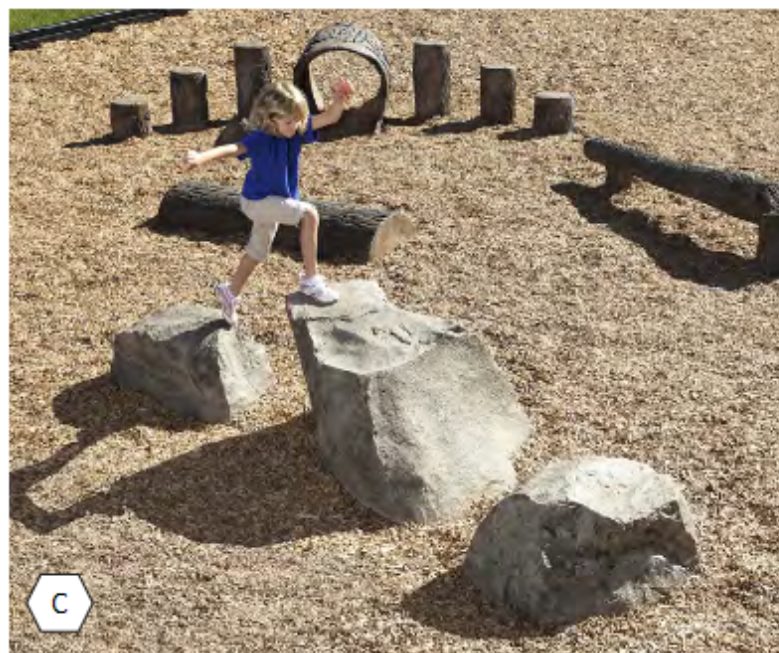


PRELIMINARY DESIGN - NOT FOR CONSTRUCTION











# Kraftsman Concept Includes:

- Climber
- Boulder climbers
- Umbrella canopy shades
- 2 benches
- 2 6 ft picnic tables
- 2 trash receptacles
- Swing Set
- **Cost \$195,091.63**

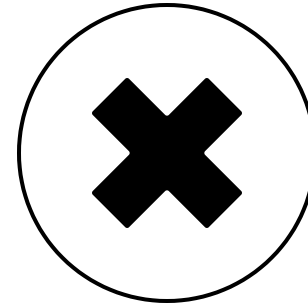
# Options

Staff Recommendation



New Park Concept

- Recommend contract with Kraftsman in the amount of \$195,061.63 for improvements at Cindy Park



Direct staff not to proceed with project



## City of Burleson

### Parks Board

BRiCk Conference Room  
550 NW Summercrest Blvd  
Burleson, TX 76028

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#### AGENDA INFORMATION SHEET

**DEPARTMENT:** Parks & Rec

**DATE:** 01/13/2022

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**Subject:**

Receive a report regarding departmental updates. (*Staff presenter: Jen Basham, Director*)

---

#### Attachments

Staff Presentation

**Respectfully submitted:**

Jen Basham, CPRE  
Director  
Parks and Recreation  
817-426-8201  
jbasham@burlesontx.com





# Departmental Updates

Parks Board- January 13, 2021



# **Rec Special Events**

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## **Fall & Winter: Event Highlights**

Offered 18 Community Special Events

Served estimated 17,000 participants

Secured \$7,250 in additional sponsorship/financial support

Added new event series to existing offerings: Food Truck Fridays



## **Upcoming Events:**

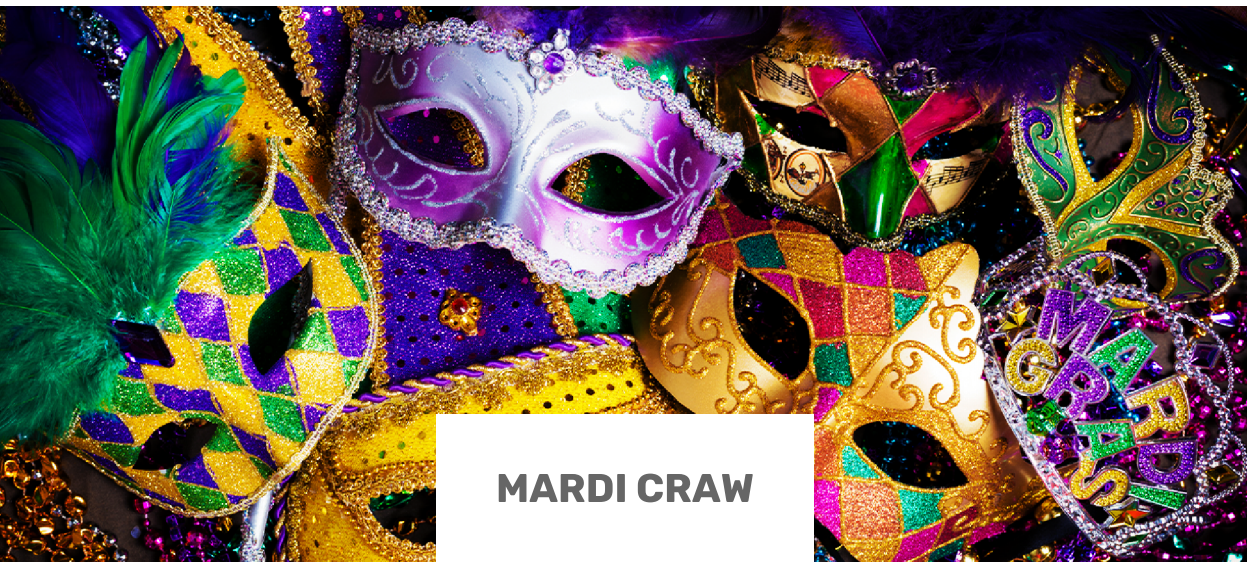
Annual Family Valentine's Dance: February 5, 2022

2022 Theme: Royal Family

Location: Burleson Recreation Center

Event Times: 4-6pm and 6:30-8:30pm





**MARDI CRAW**



**EARTH DAY**



**EASTER EVENTS**



**HOT SOUNDS OF SUMMER CONCERT SERIES**

**STAFF IS CURRENTLY PREPARING FOR A VARIETY  
OF UPCOMING SPRING/SUMMER EVENTS: 23 TOTAL**



# Rec Programs



## Upcoming Items

Staff is preparing to release our upcoming 2022 Spring/Summer Community special event and program offerings.



## Athletic Updates

In season: Adult Softball and Flag Football  
Fall/Winter Athletic League Recap (as of 1/3):  
4 of 4 leagues offered and made; 51 total teams



## Program Updates

Fall / Winter Program Recap (as of 1/3):  
68 program sessions offered  
47 program sessions made  
69% program make percentage

# Russell Farm Update



## • Programming

- Fall / Winter Program Recap (as of 1/3):
- 12 free community programs offered (gardening, art, storytime, historical tours, skills training, and field trips) - Served an estimated 925 participants
- Upcoming Program Highlight: Valentine's Strawberry Dipping Workshop

## • Operational

### Chesapeake Partition Project:

Staff is acquiring final quote to move forward with project. This facility addition will allow increased Russell Farm programming and rental opportunities.



# Marketing and Community Engagement

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Quick Stats as of 1/3:  
Facebook Followers -  
10,966

Instagram Followers -  
1,118

Tik Tok Followers -  
123

Constant Contact  
Subscribers -  
4,873



## Staff Promotion Highlights:

Reach -2,707; Reactions - 69; 21 Comments



Show us your outdoor  
Christmas lights

## Christmas Light Contest

Reach - 4,227; Reactions - 26; Shares - 39  
Comments

December High Performing Content





# **BRiCk - Projects in Progress**

- ① Update KidZone - Cabinets are being built, install late January 2022**
- ② Re-caulking around the Indoor Pool - Planning for January 2022**
- ③ Replace furniture on the Indoor Pool Sundeck - Est. delivery March 8, 2022**

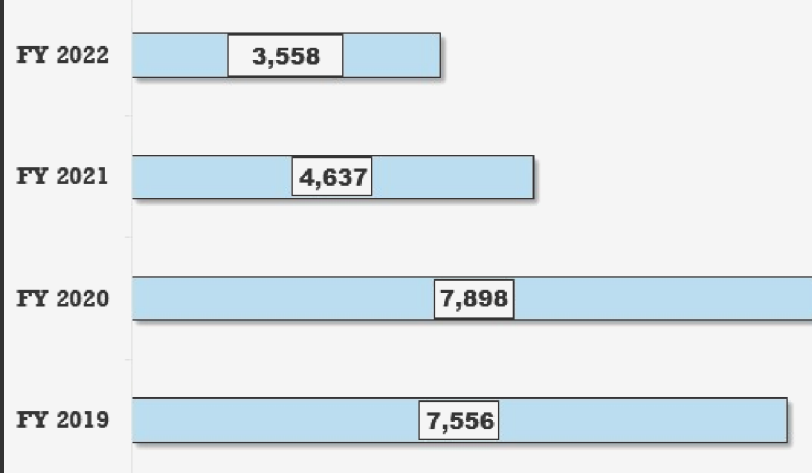


# **BRiCk - Upcoming Projects**

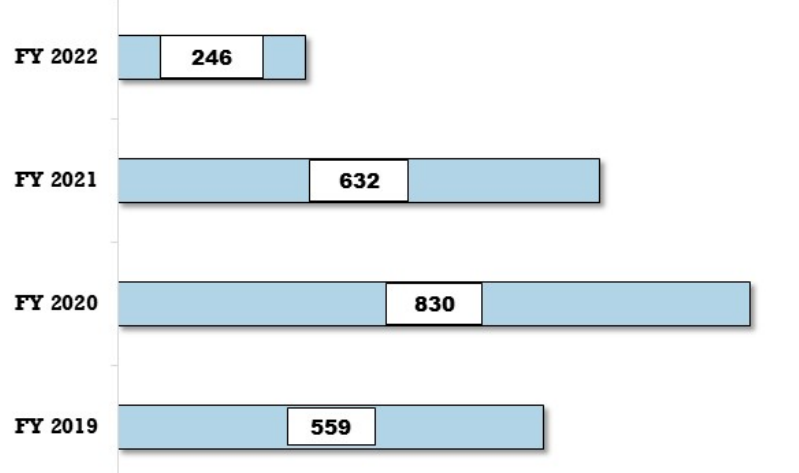
- ① Install way finding signage throughout facility**
- ② Replace partition in Meeting Rooms**
- ③ Replace lockers in locker rooms - new lockers will come with a locking system for daily use.**
- ④ Install all automated features: soap dispensers, auto flush, sinks and & hand dryers**
- ⑤ Gym floor refinishing - February 9 - 11**



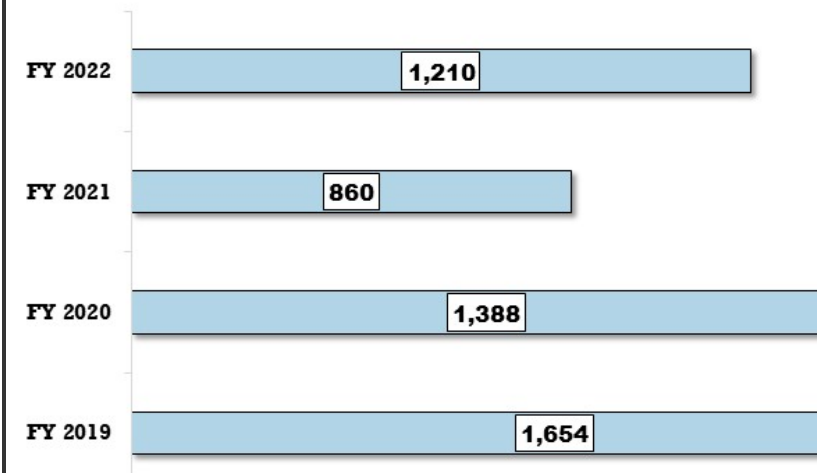
### Memberships - December



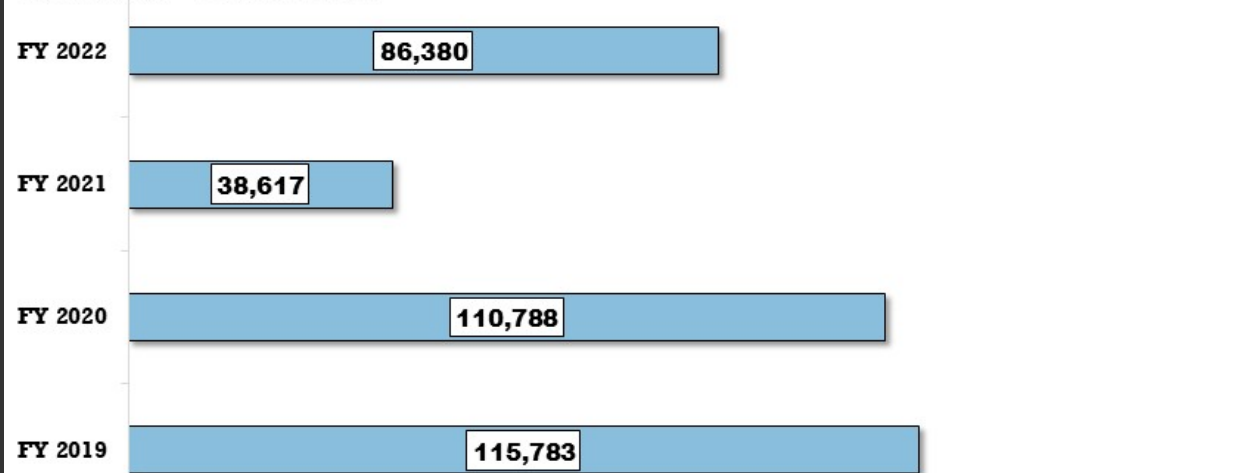
### Program Enrollments (includes Russell Farm) - December



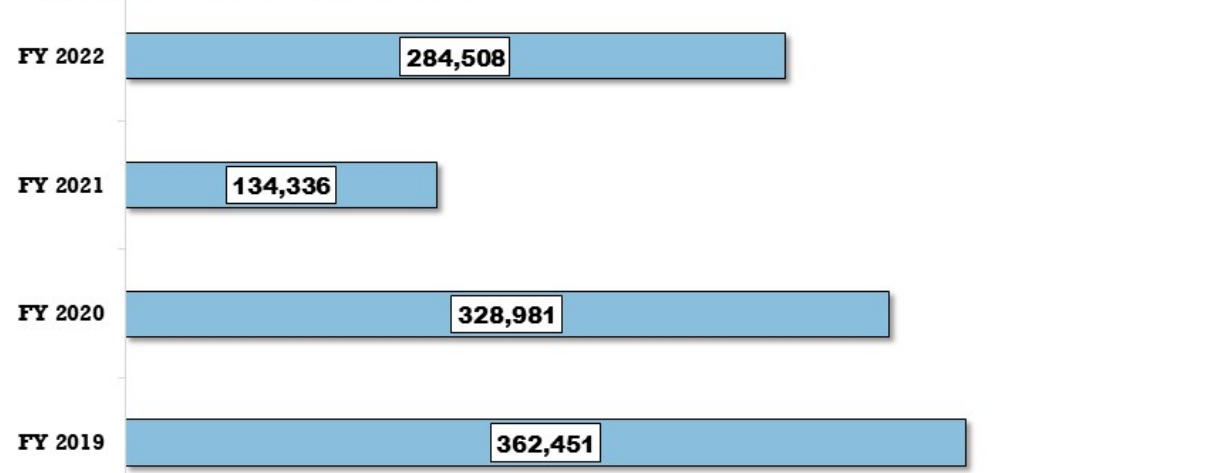
### Fitness Class Attendance - December



### Revenue - December

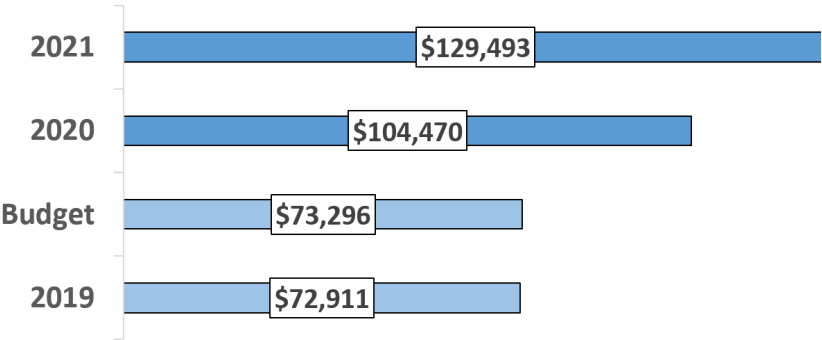


### Revenue YTD through December

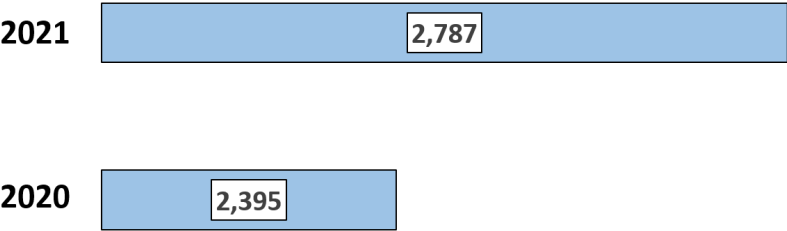


# Golf

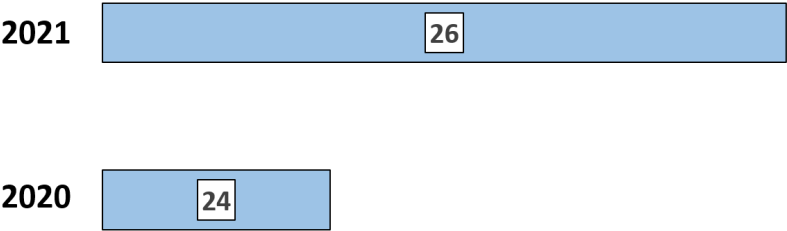
Revenue  
December



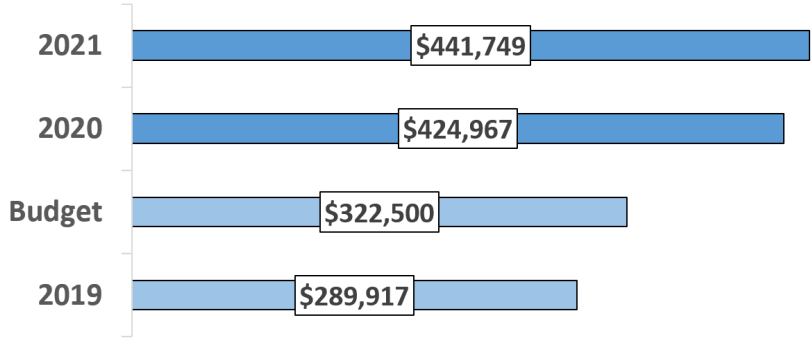
Rounds  
December



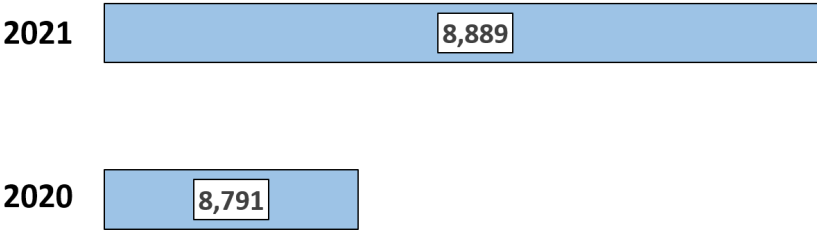
Playable Days  
December



Revenue  
YTD Oct - December



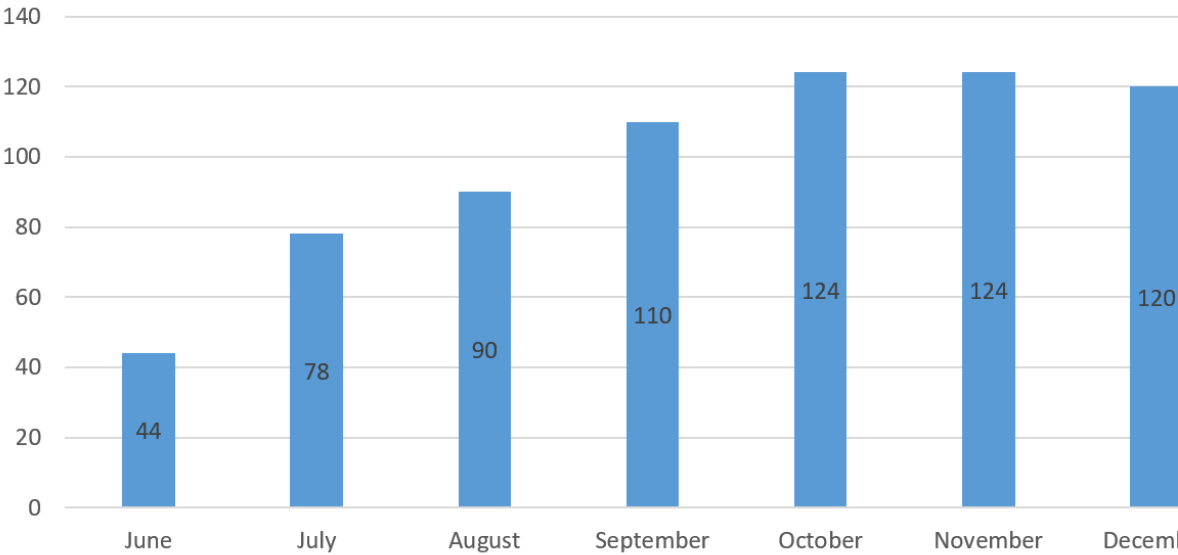
Rounds YTD  
Oct - December



# Golf - Players Club

120 Total Members as of 12/31

Players Club  
June - December







# **Parks - Capital Project Updates**

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- **Dog Park: all concrete work completed, irrigation installed, most amenities installed, trees planted, and fence in process.**
- **Cemetery Expansion: mobilization complete and construction to begin in January due to permit setback.**
- **Splash Pad: mobilization and excavation complete**
- **Bailey Lake and Chisenhall parking lot expansions design contract awarded and working towards development of 60% plans**
- **Fire Station 16 Memorial Garden: Construction contract bids received and under review**



# **Parks - Capital Project Updates (Continued)**

- **Shannon Creek - design firm presented January 2022**
- **Cindy - recommendation for award**
- **Claudia's - recommendation for award**
- **Parks Annex Building - geotech reports underway, topographical studies in process, interior design in process.**
- **Prairie Timber - advertised for construction bid thru January 14**





## **Parks - Capital Project Updates (Continued)**

- **Oak Valley South - adding to CIP with OPCC received from consultant.**
- **Oak Valley Nature Trail signage scheduled for installation week of January 10**
- **Dog Park connector path - under construction**
- **Village Creek Trail - in design phase**









# **General Parks Updates**

- **Athletics Service Center reorganization**
- **Major graffiti removals at Chisenhall and Bailey Lake Park**
- **Leaf removals and mulching at various parks**
- **ROW litter removals due high winds and defoliation of vegetation**
- **General tree maintenance and pruning at Oak Valley North Park completed**
- **Refurbished 9 trail benches between Chisenhall and Bailey Lake**



# **General Parks Updates**

- **Backfilling Candler Dr. ROW turf areas with sandy loam**
- **Park Maintenance winter training program for Forestry and Horticulture complete. Athletic field maintenance training scheduled for end of January.**
- **Relocation of over 1000 yards of cemetery dirt to be used for top dressing projects at golf course, Candler Dr., Chisenhall hike/bike trail, and park field behind cemetery**
- **Take-down and removal of all Christmas decor at Mayor Vera Calvin Plaza and Bailey Lake Park.**
- **Repair of poured-in-place rubber surfacing at Centennial Park**









**Arboriculture Training**



**Horticulture and Native Plants Training**



**Before**



**After**



**Feedback?**



## City of Burleson

### Parks Board

BRiCk Conference Room  
550 NW Summercrest Blvd  
Burleson, TX 76028

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#### AGENDA INFORMATION SHEET

**DEPARTMENT:** Parks & Rec

**DATE:** 01/13/2022

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**Subject:**

Community Announcements:  
Attached

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#### Attachments

Community Announcements

**Respectfully submitted:**

Jen Basham, CPRE  
Director  
Parks and Recreation  
817-426-9201  
jbasham@burlesontx.com



# RECREATION PROGRAMS CALENDAR

**2022**  
**JANUARY**

**Group X Fitness  
Classes not  
included**

SUN	MON	TUE	WED	THU	FRI	SAT
					BRiCk Hours: 8AM - 5PM	1  Closed
2  Pickleball 12-3p	3	4  Tap & Dance Tae Kwon Do Homeschool PE CO-ED Volleyball	5  Pickleball 6PM - 8PM Sporties for shorties	6  Flag Football Homeschool PE Tap & Dance Tae Kwon Do	7  Mommy and Me Breakfast	8  Pickleball 7:30a-12p
9  Pickleball 12-3p	10  Sports 101 Women's Self Defense Sporties for shorties Men's 3V3 tournament	11  Tae Kwon Do Tap & Dance Homeschool PE CO-ED Volleyball	12  Pickleball 6PM - 8PM Sporties for shorties	13  Flag Football Homeschool PE Tap & Dance Tae Kwon Do	14  Mommy and Me Breakfast	15  Pickleball 7:30a-12p
16  Pickleball 12-3p	17  Sports 101 Basketball workshop Women's 3V3 tournament School Break Camp Sporties for shorties Kid's Fit Factory	18  Tap & Dance Tae Kwon Do Homeschool PE CO-ED Volleyball	19  Kid's Fit Factory Sporties for shorties Pickleball 6PM - 8PM	20  Flag Football Homeschool PE Tap & Dance Tae Kwon Do	21  Parents Night Out Mommy and Me Breakfast	22  Pickleball 7:30a-12p
23  Pickleball 12-3p	24  Sports 101 Sporties for shorties Kid's Fit Factory	25  Homeschool PE Tap & Dance Tae Kwon Do CO-ED Volleyball	26  Kid's Fit Factory Sporties for shorties Pickleball 6PM - 8PM	27  Archery Flag Football Homeschool PE Tap & Dance Tae Kwon Do	28  Mommy and Me Breakfast	29  Pickleball 7:30a-12p

**HAPPY NEW YEAR!!**