

## BURLESON PARKS ADVISORY BOARD

November 10, 2022

## MINUTES

Roll CallBoard Members Present

Shannan Sutter  
Lindsey Cobb (*arrived 6:06 p.m.*)  
Sherry Scott  
Matthew Quinn  
Nathan Nakamura  
Michael Massey

Board Members Absent

Jessie Farris

Staff in Attendance:

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

Guests

None

1. Call to order – Time: 6:00 PM

2. General

**A. Consider approval of the September 8, 2022 and the October 13, 2022 meeting minutes.**

A correction was made on the draft minutes to change the person who adjourned the October 13, 2022 meeting, from Cynthia Plonien to Matthew Quinn.

Shannan Sutter made a motion to approve with the correction and Sherry Scott seconded.

The motion passed 5-0, with Lindsey Cobb arriving after the vote.

3. Citizen Appearances

None

4. Reports and discussion items

**A. Receive a report, hold a discussion and provide staff direction regarding the design and construction of Shannon Creek Park. (*Staff presenter, Jen Basham, Director of Parks and Recreation*)**

Shannon Creek Park has been prioritized for development by the 2019 Park Master Plan and in the 2021-2026 Parks Capital Improvement Program. In 2021 staff began reaching out to the community to determine what amenities they would like to see in the park. Based on that feedback staff provided three programmed concepts to Park Board and Council to determine a preliminary budget. In February of 2022, Park Board and Council authorized a final design contract with Studio Outside. In August of 2022, staff and Studio Outside completed a new round of public engagement that included an on-site town hall, and an online survey to receive feedback on the park. The community has a divided desire to create a park with active amenities such as sports courts, and an inclusive playground. Based off of this feedback staff has worked to create a phased approach to the construction of the park. The first phase will focus on drainage and infrastructure improvements, establishing vegetation and landscape, pond, add small pockets of parking, a nature play area and trails. Phase 2 will add a restroom and dog park, and Phase 3 will include the active amenities including pavilion, playground, sports court. The current opinion of construction cost is \$6,679,855 to construct all three phases.

A discussion followed. Sherry Scott prefers the play equipment be added in phase 2 and the dog park be added in phase 3.

Shannan Sutter made a motion to recommend the design as presented. Michael Massey seconded the motion.

The motion passed 6-0.

**B. Recommend approval of a contract with PlayWorks, Inc. a sole source provider of Playwell products for improvements to Wakefield Park in the amount of \$193,000. (Staff presenter: Jessica Martinez, Recreation Manager)**

Wakefield 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, Wakefield Park is considered a community park. Typical amenities for a community park (a park that is between 16-99 acres) include: play feature, benches, picnic table, parking, lighting, walking trails, and drinking fountain. Wakefield Park is 39.47 acres. Future improvements could include additional lighting. Two surveys were sent out to the community to get feedback on specific elements and final design options. 638 respondents provided feedback on the concepts submitted. Five designs firms created concepts for the park including: LSI, Playwell, Berliner,

Kraftsman, and Kompan. Playwell's conceptual design was the overall supported winner with 43.39% of votes,

Shannan Sutter said she would like to see surfaces for wheelchair access to the play equipment, and likes the design. Sherry Scott prefers a design, other than what was presented. Nathan Nakamura was concerned in regards to the difficulty of parental access to children playing on the second level. Staff explained that the space is big enough for an adult to access. Matthew Quinn said it appears this playground is fairly close to the Shannon Creek playground. Staff responded that because of the density of population in that area and that there are many families with children, adding this play equipment will ensure equity in that residents should be able to access a park within a ten minute walk. Lindsey Cobb questioned the ability of the electronic panels to hold up in harsh weather. Staff responded that there is a manufacturer's warranty, and the manufacturer has assured us that there is a layer of protection to prevent breakdown by weather.

Shannan Sutter made a motion to proceed as presented. Lindsey Cobb seconded the motion.

The motion passed 5-1, with Sherry Scott being the dissenting vote.

**C. Parks and Recreation Department Updates. (Staff presenter: Jen Basham, Director of Parks and Recreation)**

The board was briefed with a presentation in regards to special events, programming, revenue and capital improvement projects for the BRiCK, Golf, Russell Farm, and Parks.

**5. Community Announcements**

The board was provided a calendar of November activities.

**6. Board requests for future agenda items or reports**

None.

**Adjourn**

There being no further business, Chairperson Matthew Quinn adjourned the meeting.

**Time: 7:07 PM**

  
Kerry Montgomery, Senior Administrative Secretary

Minutes 11.10.22