

BURLESON PARKS ADVISORY BOARD  
May 11, 2023  
MINUTES

Call to Order – 6:01 PM

Roll Call

Board Members Present

Shannan Sutter  
Lindsey Cobb  
Sherry Scott  
Matthew Quinn  
Michael Massey  
Chris Schott  
Tyler Knox  
Ashli Logan  
Nathan Nakamura (arrived 6:06 PM)

Board Members Absent

Staff in Attendance:

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

Guests

None

**1. Call to order: 6:00 PM**

**2. Approve the minutes from the previous meeting.**

**A. Consider approval of the April 13, 2023 meeting minutes. (Staff presenter: Kerry Montgomery, Senior Administrative Secretary)**

A motion was made by Shannan Sutter to accept the minutes as presented. Michael Massey seconded the motion. The motion passed 8-0, with Nathan Nakamura arriving after the vote.

**3. Citizen Appearances**

None

**4. Reports and discussion items:**

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

Shannon Creek Park has been identified as priority for development as part of the 2019 Parks Master Plan. Staff has worked with the community, park board, and council since 2021 to guide the direction and design of the park. In November of 2022, Park Board and Council

recommended proceeding with three phases of design. The initial phase includes: • Dog Park • Pond • Natural Play Area • Natural Trails • Low Water Crossing • Parking • Drainage improvements • Wild flower area • Screening between homes and park.

A discussion followed. The board requested that additional parking be added to the design and lighting for the fishing pier.

Shannan Sutter made a motion to accept the design as proposed with the recommendation of more parking and lighting added to the fishing pier, if the budget allows. Tyler Knox seconded the motion. The motion passed 9-0.

**B. 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 May recreation activities.

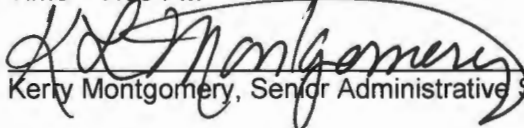
**6. Board requests for future agenda items or reports.**

None

**Adjourn:**

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

Time – 7:06 PM

  
Kerry Montgomery, Senior Administrative Secretary