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Thursday, February 15, 2024  
6:00 PM

City Hall 141 W Renfro  
Burleson, TX 76028

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1. **CALL TO ORDER**

2. **CITIZEN APPEARANCES**

Each person in attendance who desires to speak to the board on an item NOT posted on the agenda, shall speak during this section.

A speaker card must be filled out and turned in to the Secretary prior to addressing the board. Each speaker will be allowed three (3) minutes.

Please note that the board may only take action on items posted on the agenda. The Texas Open Meetings Act prohibits the City Council from deliberating or taking action on an item not listed on the agenda. City Council may, however, receive your comments on the unlisted item, ask clarifying questions, respond with facts, and explain policy.

Each person in attendance who desires to speak to the City Council on an item posted on the agenda, shall speak when the item is called forward for consideration.

3. **GENERAL**

- A. Consider approval of the minutes from the January 11, 2024, meeting. *(Staff Contact: Kerry Montgomery, Senior Administrative Secretary)*
- B. Receive a report, hold a discussion, and give staff feedback on security locations in Burleson parks. *(Staff Contact: Daniel Shafer, Parks Superintendent)*
- C. Consider approval of a contract with Dunaway Associates, LLC for design, engineering, and survey services for the parking lot addition and trailhead improvement at Oak Valley South Scott trailhead in the amount of \$67,400. *(Staff Contact: Jessica Martinez, Recreation Manager - Parks and Recreation)*
- D. Recommend recommending approval of a contract with We Build Fun, Inc as a sole source provider of Miracle products for improvement to Cedar Ridge Park in the amount of \$278,314. *(Staff Contact: Jessica Martinez, Recreation Manager)*
- E. Consider recommending approval of a contract with TGS Sports LLC in the amount of \$1,741,400 for the conversion of Clydesdale, Shire, Paint, Appaloosa, Roan, Pasofina, and Quarter fields at Chisenhall Fields to synthetic turf. *(Staff Contact: Daniel Shafer, Parks Superintendent)*
- F. Consider recommending approval of a contract with PlayWorks Inc, a sole source provider of Playwell products for playground improvements to Meadowcrest Park in the amount of \$220,000. *(Staff Contact: Daniel Shafer, Parks Superintendent)*

- G. Consider recommending approval of a contract with Dobbs Tennis Courts LLC for Pickleball court installation at Meadowcrest Park in the amount of \$144,470.00. (*Staff Presenter: Daniel Shafer, Parks Superintendent*)

4. **REPORTS AND PRESENTATIONS**

- A. Receive the January 2024 Department Update Presentation (Staff Presenter: Jen Basham, Director of Parks and Recreation)

5. **REQUESTS AND FUTURE AGENDA ITEMS AND REPORTS**

6. **ADJOURN**

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

**CERTIFICATE**

I hereby certify that the above agenda was posted on this the 9th of February 2024, by 5:00 p.m., on the official bulletin board at the Burleson City Hall, 141 W. Renfro, Burleson, Texas.



Amanda Campos

City Secretary

**ACCESSIBILITY STATEMENT**

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## Park Board

**DEPARTMENT:** Parks and Recreation

**FROM:** Jen Basham, Director

**MEETING:** February 15, 2024

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**SUBJECT:**

Consider approval of the minutes from the January 11, 2024 meeting. (*Staff contact: Kerry Montgomery, Senior Administrative Secretary*)

**SUMMARY:**

**RECOMMENDATION:**

Approve as presented.  
Approve with changes.

**PRIOR ACTION/INPUT (Council, Boards, Citizens):**

**REFERENCE:**

**FISCAL IMPACT:**

None

**STAFF CONTACT:**

Jen Basham  
Director  
[Jbasham@burlesontx.com](mailto:Jbasham@burlesontx.com)  
817-426-9201

BURLESON PARKS ADVISORY BOARD  
January 11, 2024  
MINUTES  
**DRAFT**

Call to Order – 6:08 PM

Roll Call

Board Members Present

Christian Schott  
Ashli Logan  
Shannan Sutter  
Sherry Scott  
Nathan Nakamura  
Christian Schott  
Matthew Quinn (arrived at 6:10 PM)

Board Members Absent

Tyler Knox  
Michael Massey

Staff in Attendance:

Jen Basham, Director

Guests

None

**1. Call to order: 6:08 PM**

**2. General**

**A. Consider approval of the December 14, 2023 meeting minutes. (Staff Presenter: Kerry Montgomery, Senior Administrative Secretary)**

Shannan Sutter made a motion to accept the minutes as presented. Christian Schott asked that the minutes be amended with his name Christian, not Christopher. Christian seconded the motion notating the amendment. The motion passed 6-0, with two members being absent and Matthew Quinn arriving after the vote.

**B. Consider recommending approval of a minute order for the purchase of dredging services by American Underwater Services LLC for Bailey Lake Park via an interlocal agreement with the City of Southlake for the amount not to exceed \$72,450.00. (Staff presenter: Jen Basham, Parks and Recreation Director)**

The director explained that this issue was noticed last year during our severe drought; we recognized that Bailey Lake had not been dredged in quite a while. It was a struggle to get Chisenhall Fields irrigated (which is one of the purposes of Bailey Lake). The director presented an overview of what the plan is to correct that. A discussion followed. Christian Schott made a motion to approve. Shannan Sutter seconded the motion. The motion passed 7-0, with Tyler Knox and Michael Massey being absent.

**C. Consider approval of a contract with CorWorth Restroom Facilities for a restroom facility at Oak Valley North Park in the amount of \$94,989. (Staff Presenter: Daniel Shafer, Parks Superintendent)**

Staff reviewed the origin, scope, design, location and cost of the project for restroom facilities at Oak Valley North. A discussion followed. Ashli Logan made a motion to approve the project as presented. Shannan Sutter seconded the motion. The motion passed 7-0, with two members being absent.

**3. Reports and Presentations**

**A. Receive the November 2023 Monthly Report**

Staff reviewed departmental programs, events and revenues for December. A discussion followed.

**B. Parks and Recreation Programming Calendar Attached.**

The board was provided a schedule of January events and programs.

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

Update on Bark Park.

**Adjourn:**

There being no further business, Chairperson, Matthew Quinn adjourned the meeting.  
Time – 6:56 PM

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Kerry Montgomery, Senior Administrative Secretary

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## Park Board

**DEPARTMENT:** Parks and Recreation

**FROM:** Jen Basham, Parks and Recreation Director

**MEETING:** February 8, 2024

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**SUBJECT:**

Receive a report, hold a discussion, and give staff feedback on security locations in Burleson parks. (*Staff Presenter: Daniel Shafer, Parks Superintendent*)

**SUMMARY:**

Provide updates on parks safety using security walkthroughs and date on recommendations of security camera locations in parks.

**RECOMMENDATION:**

- 1) Staff is seeking feedback from Police Departments recommendations on locations of security cameras in parks.

**FISCAL IMPACT:**

Security Cameras: \$ 26,540.00

Funding Source: General Fund

**STAFF CONTACT:**

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

# Parks Security Cameras

*Staff Presenter: Daniel Shafer, Parks Superintendent*

# Overview

- Background
- CPTED Analysis Walk-thru
- Police Department Data
- Camera Features
- Location Recommendations
- Direction and Feedback

# Background

- Parks and Recreation submitted a fiscal year 2024 budget supplement to pilot five (5) security cameras in parks
- Completed walk-thru analysis with Police Department for recommendations for increased safety measures in parks and recommendations for locations of security cameras

# Walk-thru with Police Department

## Sites

- Chisenhall Sports Complex
- Warren Park
- Bailey Lake Park
- Bartlett Park
- Centennial Park
- Mistletoe Hill Park

## Recommendations

- Address identifiers added to future park monument signs and existing signs that were installed this past year
- Proposal of security lighting at all parks.



# Police Department Data

Constant Contact Survey Results

Campaign Name: Untitled Survey Page Created 2023/11/09, 12:35:50 PM EST  
Survey Starts: 63  
Survey Submits: 20  
Export Date: 01/04/2024 04:57 PM

MULTIPLE CHOICE

What City Park, in your opinion, has more perceived crime?

Answer Choice	0%	100%	Number of Responses	Responses Ratio
Chisenhall Fields	<div></div>		7	35%
Warren Park	<div></div>		1	5%
Bailey Lake Park/Trail	<div></div>		9	45%
Bartlett Park/Trail	<div></div>		0	0%
Centennial Park	<div></div>		1	5%
Mistletoe Hill Park	<div></div>		2	10%
Total Responses			20	100%

# Bailey Lake

*280 W Hidden Creek Pkwy*

## Self Initiated – 284 Calls

- 131 in 2021; 153 in 2022
- Most Common Call Types:
  - Suspicious Vehicle (125)
  - Close Patrol (90)
  - Traffic Violation (17)
  - Investigation (16)
  - PR Contact (8)

## Citizen Initiated – 78 Calls

- 34 in 2021; 44 in 2022
- Most Common Call Types:
  - Phone Call Investigation (10)
  - Found Property (8)
  - City Ordinance Violation (7)
  - Suspicious Vehicle (7)
  - Juvenile Contact (7)

# Bailey Lake

*280 W Hidden Creek Pkwy*

## Crime Reports

- 4 Burglary of Motor Vehicle
- 2 Criminal Mischief
- 7 – Non-Criminal Reports

# Location Specified Barlett Park

*550 NW Summercrest Blvd*

## Self Initiated – 19 Calls

- 12 in 2021; 7 in 2022
- Most Common Call Types:
  - Close Patrol (11)
  - Neighborhood Patrol (3)
  - Suspicious Vehicle (3)
  - Investigation (1)
  - PR Contact (1)

## Citizen Initiated – 5 Calls

- 2 in 2021; 3 in 2022
- Most Common Call Types:
  - Fight (2)
  - Criminal Mischief Vandalism (1)
  - Threats (1)
  - Welfare Check (1)

# Warren Park

*301 SW Johnson Ave*

## Self Initiated – 164 Calls

- 57 in 2021; 107 in 2022
- The most common call types are:
  - Suspicious Vehicle (55)
  - Traffic Violation (51)
  - Close Patrol (18)
  - PR Contact (12)
  - Suspicious Person (7)

## Citizen Initiated – 60 Calls

- 20 in 2021; 40 in 2022
- The most common call types are:
  - Phone Call Investigation (10)
  - Juvenile Contact (7)
  - Welfare Check (6)
  - Found Property (5)
  - Fight (4)
  - Suspicious Person (4)

# Warren Park

*301 SW Johnson Ave*

## Crime Reports

- 1 Burglary of Motor Vehicle
- 1 Fraud
- 3 Criminal Mischief
- 1 Drugs
- 2 All Other Crimes
- 8 Non-Criminal Reports

# Chisenhall Sports Complex

*500 W Hidden Creek Pkwy*

## Crime Reports

- 2 Simple Assault
- 11 Burglary Of Motor Vehicle
- 1 Criminal Mischief
- 1 Drugs
- 1 Disorderly Conduct
- 1 All Other Crime
- 4 Non-Criminal Reports

# Chisenhall Sports Complex

*500 W Hidden Creek Pkwy*

## Self Initiated – 767 Calls

- 421 in 2021; 346 in 2022
- Most Common Call Types:
  - Close Patrol (522)
  - Suspicious Vehicle (71)
  - Traffic Violation (45)
  - Neighborhood Patrol (34)
  - Investigation (17)

## Citizen Initiated – 114 Calls

- 54 in 2021; 60 in 2022
- Most Common Call Types:
  - City Ordinance Violation (13)
  - Burglary of Motor Vehicle (11)
  - Phone Call Investigation (8)
  - Reckless Driver (7)
  - Stolen Vehicle (6)
  - Suspicious Person (6)
  - Parking Violation (6)

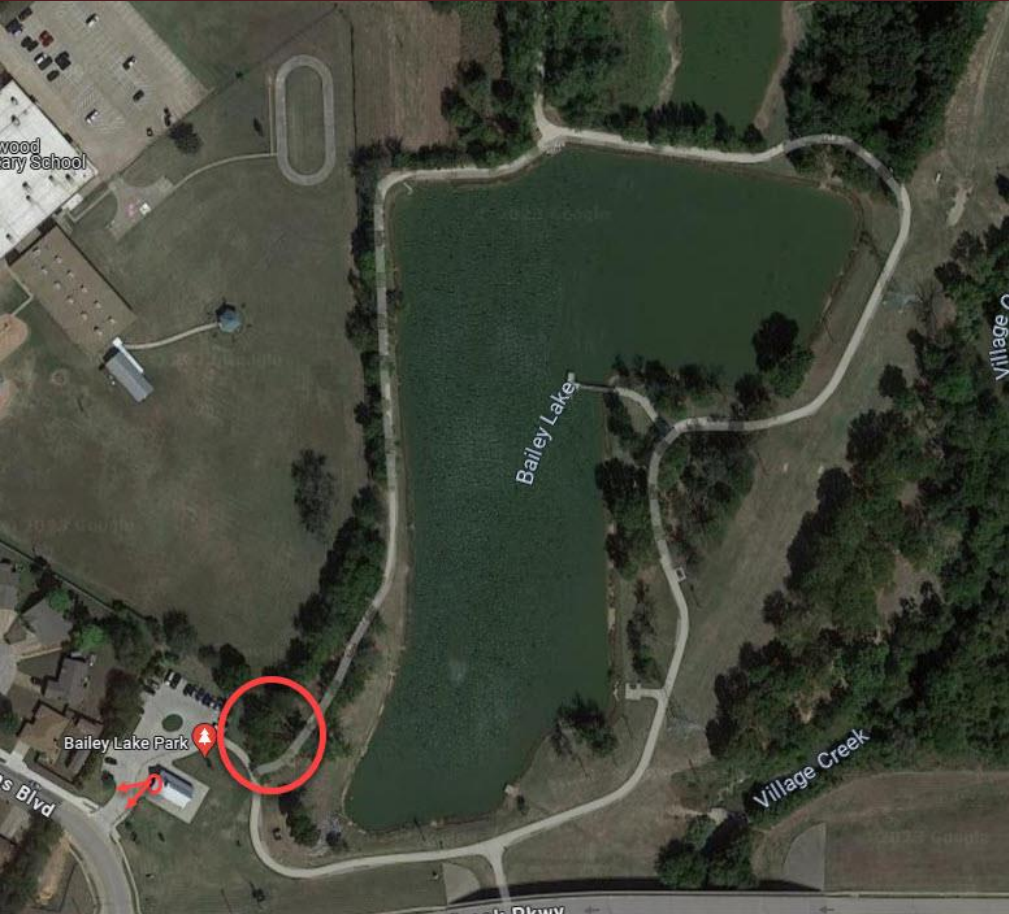


# Camera Features

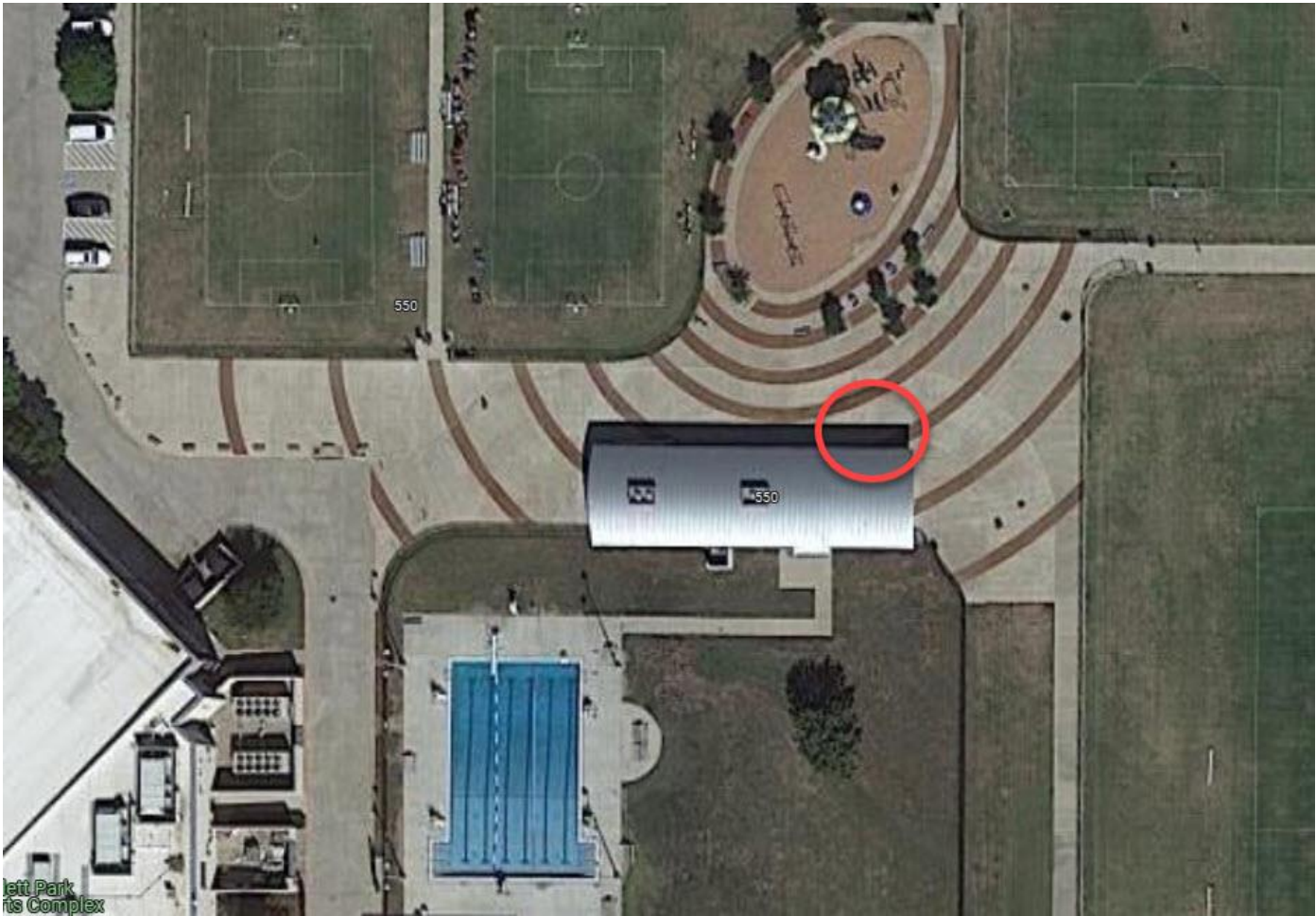
- 360 camera hung within dome on bottom
- PTZ (Pan-tilt-zoom) with high resolution
- Zoom capability
- Ability to see at night



# Bailey Lake Park

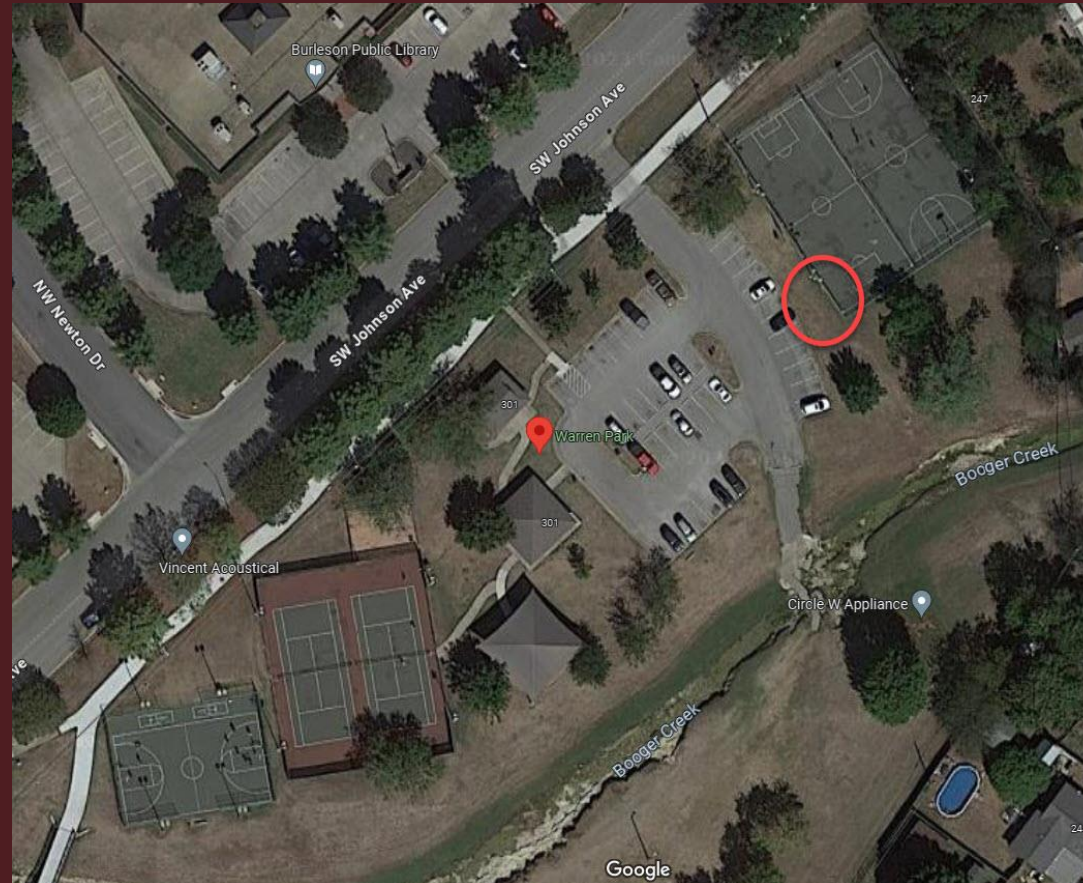


# Bartlett Park





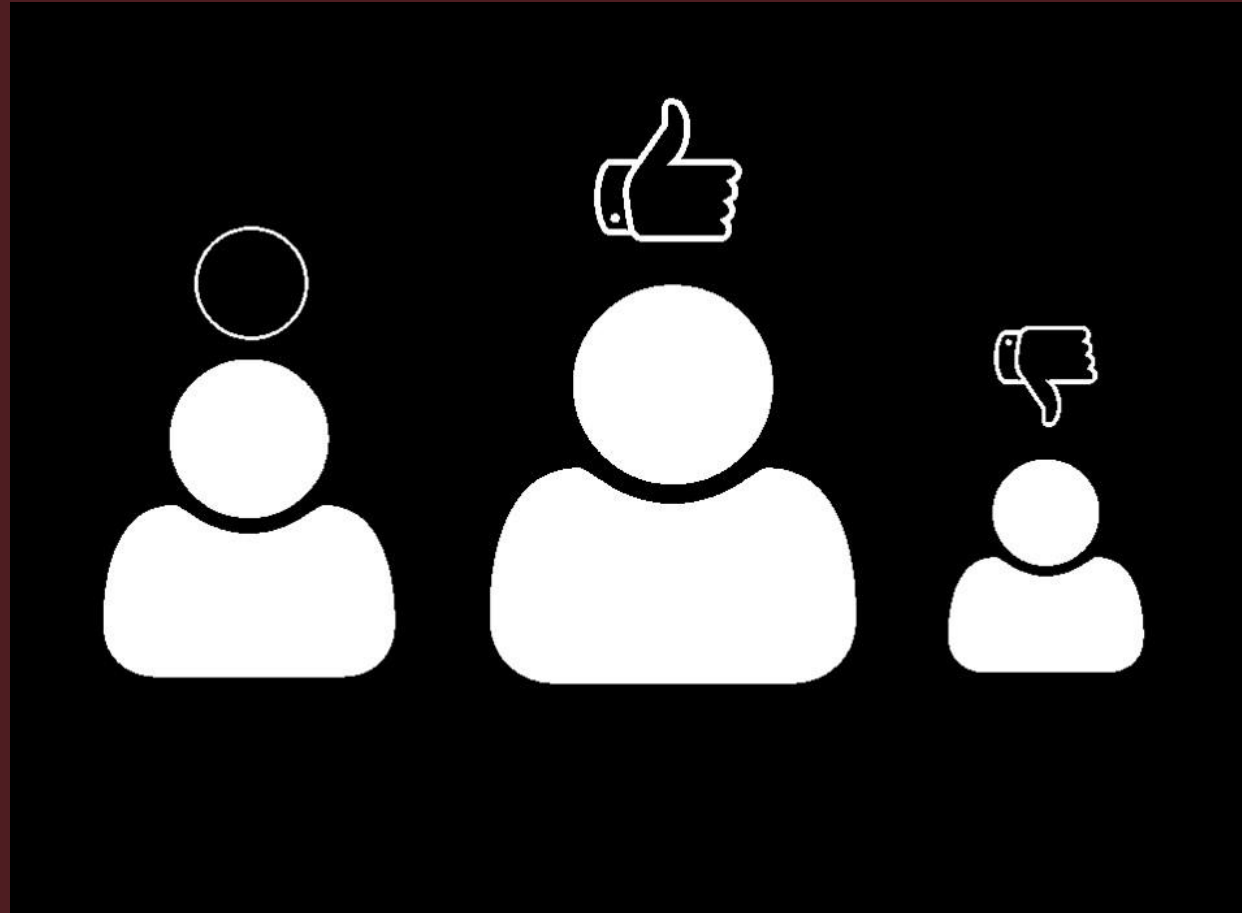
# Warren Park



# Chisenhall Sports Complex



# Direction and Feedback



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## Park Board

**DEPARTMENT:** Parks and Recreation Department  
**FROM:** Jen Basham, Parks and Recreation Department  
**MEETING:** February 15, 2024

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**SUBJECT:**

Consider approval of a contract with Dunaway Associates, LLC for design, engineering, and survey services for the parking lot addition and trailhead improvement at Oak Valley South Scott trailhead in the amount of \$67,400. (*Staff contact: Jessica Martinez, Recreation Manager - Parks and Recreation*)

**SUMMARY:**

Trailhead improvements at Oak Valley South Scott Street have been approved as a FY 2024 project in the Parks Capital Improvement Program. Improvement considerations include a parking lot addition, lighting, landscaping, and additional amenities such as a bike repair station and water fountain.

Dunaway Associates, LLC engineering firm is prequalified from on our current preferred vendor list and completed the initial project review for the parking lot addition of this project. In their initial review, Dunaway Associates, LLC identified that a minimum of 21 parking spaces can be produced from the existing area.

The contract being presented this evening includes:

- Preliminary Surveying
- Design for a parking addition at Oak Valley South Scott Street Trailhead
- Design for landscape and lighting improvements at Oak Valley South Scott Street Trailhead
- Finalized construction plans and construction phase support
- Project management, administration, and coordination support

**RECOMMENDATION:**

Staff recommends approving the design and construction administration contract with Dunaway Associates, LLC for \$67,400 as presented

**PRIOR ACTION/INPUT (Council, Boards, Citizens):**

**REFERENCE:**

Insert CSO# if applicable

Insert resolution or ordinance change

**FISCAL IMPACT:**

Budgeted Y/N: Y

Fund Name: 4B:

Amount: \$67,400 Project (if applicable):

**STAFF CONTACT:**

Jen Basham

Director, Parks and Recreation

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

817-426-9201



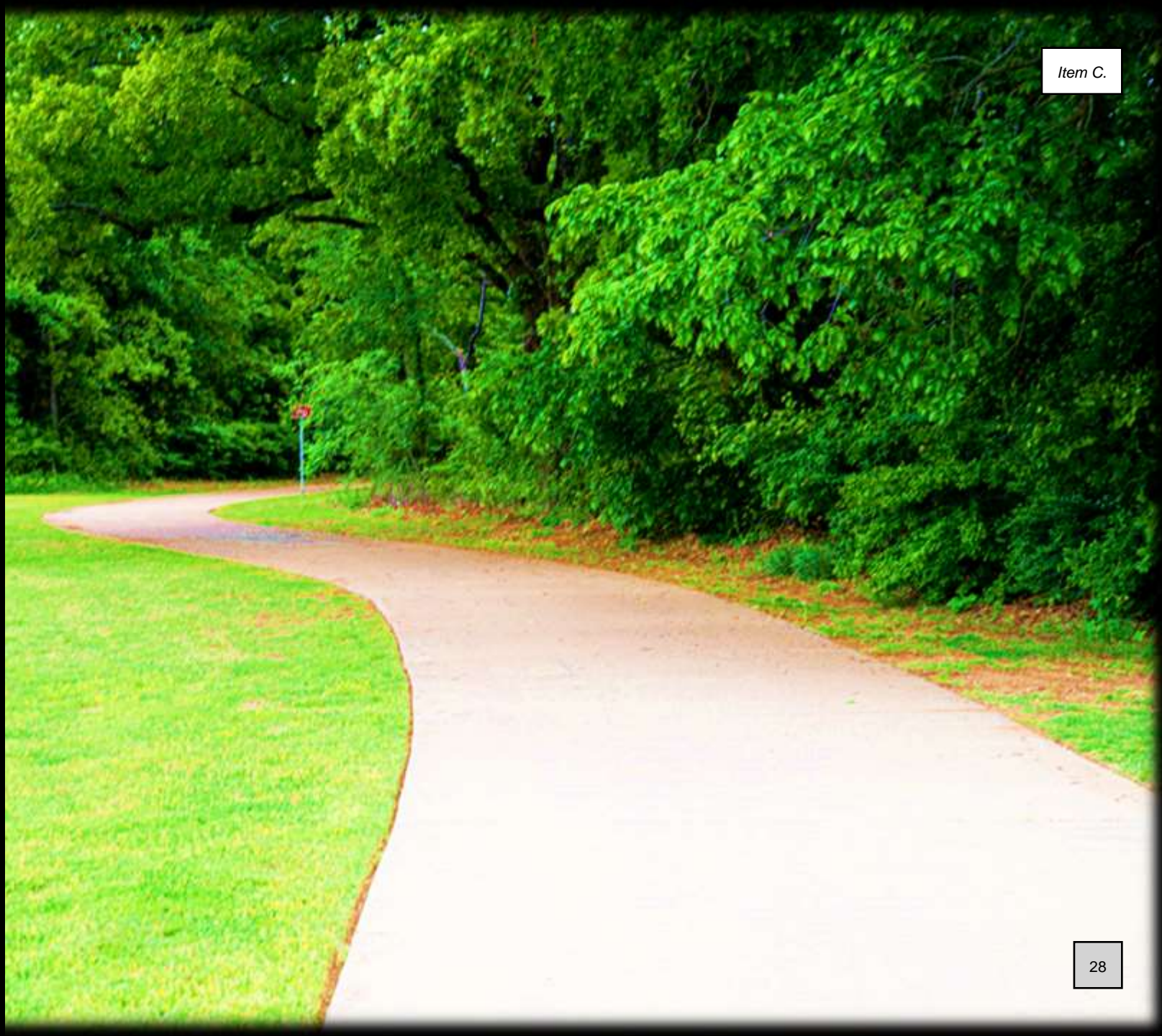
# OAK VALLEY SOUTH SCOTT STREET: *TRAILHEAD IMPROVEMENT*

PARK BOARD: FEBRUARY 15, 2024

STAFF PRESENTER: JESSICA MARTINEZ, RECREATION MANAGER

# Overview

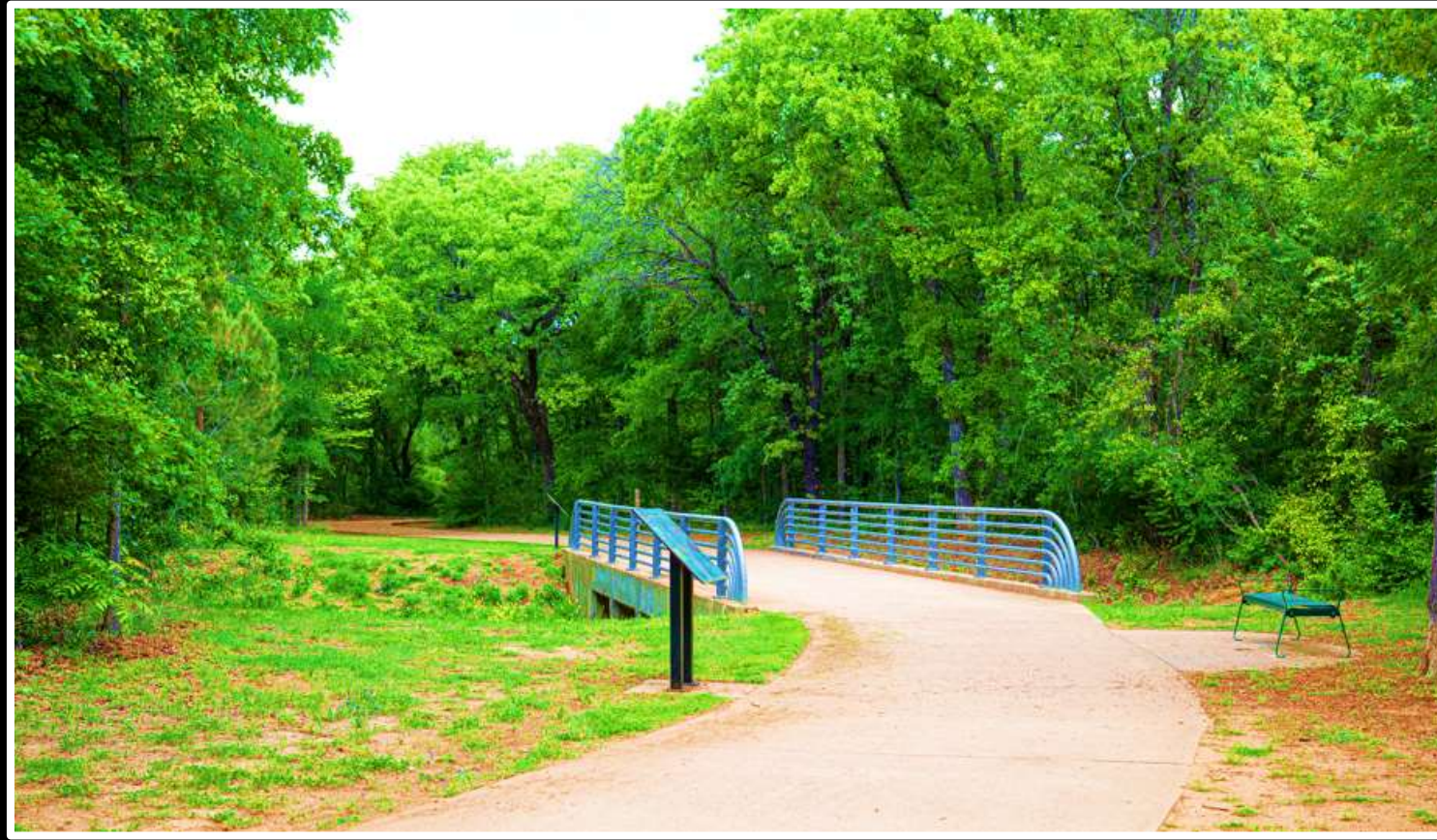
- 1 Background
- 2 Existing Conditions and Design Information
- 3 Project Process and Timeline
- 4 Options and Staff recommendation





# Background

- Trailhead improvements at Oak Valley South Scott Street have been approved as a **FY 2024** project in the Parks Capital Improvement Program.
- Improvement considerations include a parking lot addition, lighting, landscaping, and additional amenities such as a bike repair station and water fountain.
- This project has been budgeted at \$540,000.

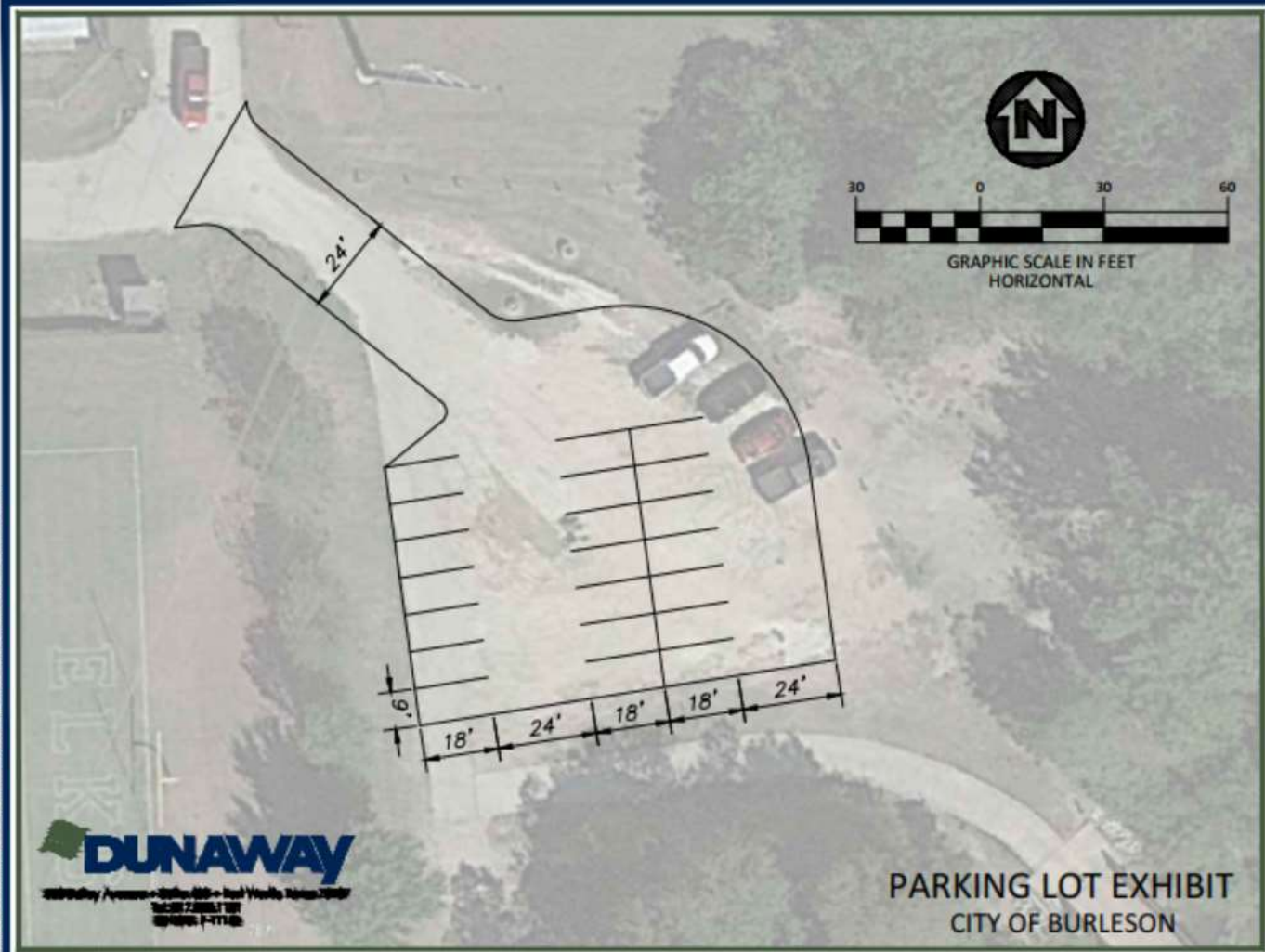
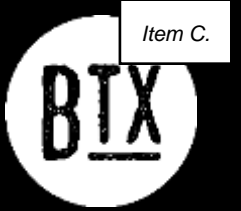




# Existing Conditions:



# Step 1: Design



Dunaway engineering firm is prequalified from on our current preferred vendor list and completed the initial project review for the parking lot addition of this project. **Please note:** Public Works has also been advised and supports this project from an engineering standpoint.

- Design contract, once executed will include:
  - Preliminary Surveying
  - Design for parking lot addition (up to 2 concepts)
  - Construction plans and support
  - Project management, administration and coordination support
  - **Contract cost: \$67,400**

*Preliminary Design: includes a minimum of 21 parking spaces*



# Project Process:



- ① • Enter into a contract for final design and construction documents:

- *with* Dunaway Associates, LLC

- ② • Design Phase

- Design of parking lot and construction documents produced
- Timeline: 2-months  
*(March 2024 – April 2024)*

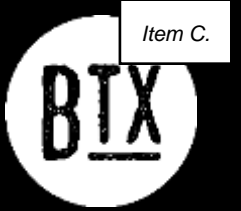
- ③ • Bid Phase

- Once final documents are approved by staff, the project will be released to bid. The selected construction bid will be taken to Park Board and Council for approval
- Timeline: 2-months  
*(May – June 2024)*

- ④ • Construction

- Timeline: 2-months  
*(July 2024 – August 2024)*

# Options



Staff recommendation



*Approve* the design and construction administration contract with Dunaway Associates, LLC for \$67,400 as presented



*Approve* the design and construction administration contract with Dunaway Associates, LLC for \$67,400 as presented with *changes*



Deny

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## Park Board

**DEPARTMENT:** Parks and Recreation

**FROM:** Jen Basham, Parks and Recreation Department

**MEETING:** February 15, 2024

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**SUBJECT:**

Recommend approval of a contract with We Build Fun, Inc as a sole source provider of Miracle products for improvement to Cedar Ridge Park in the amount of \$278,314. (*Staff Contact: Jessica Martinez, Recreation Manager*)

**SUMMARY:**

Cedar Ridge Park has been identified as a priority for development through the parks master plan. \$280,000 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, Cedar Ridge Park is considered a neighborhood park. The park currently includes a playground, benches, and picnic area.

Two surveys were sent out to the community to get feedback on specific elements and final design options. 207 respondents provided feedback on the concepts submitted.

Six design firms created concepts for the park including: Kompan, Burke, Miracle, Wisdom, Playwell, and Playground Etc. Miracle's conceptual design was the overall supported winner with 57 of votes.





**The concept includes:**

- Standard and ADA glide along
- Two slides
- Climbers
- Climbing wall
- Music panels
- Imaginary play panels
- Manipulative play panels
- Integrated shade within tot lot play area
- Integrated shade within ages 5-12 play area
- Shade over existing bench

**RECOMMENDATION:**

Staff recommends proceedings with the park concept for approximately \$278,314.

**PRIOR ACTION/INPUT (Council, Boards, Citizens):**

**REFERENCE:**

Insert CSO# if applicable

Insert resolution or ordinance change

**FISCAL IMPACT:**

The total \$278,314 will be allocated from 4B Bond Funds.

**Budgeted Y/N: Y**

[burlesontx.com](http://burlesontx.com) | 817.426.9611 | 141 W Renfro Street, Burleson, Texas 76028

**Fund Name:** 4B  
**Full Account #:**  
**Amount:** \$\$278,314

**STAFF CONTACT:**

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



# CEDAR RIDGE PARK

PARK BOARD: FEBRUARY 15, 2024

STAFF PRESENTER:

JESSICAMARTINEZ, RECREATION MANAGER



# Overview



- 1 Background
- 2 Public Engagement: Summary of Surveys
- 3 Selected Park Improvement
- 4 Options



# Background



- Cedar Ridge has been approved as a FY 2024 project in the Parks Capital Improvement Program.
- This project has been budgeted with \$280,000.
- Public engagement was completed utilizing the format approved by City Council.
- 2 rounds of surveys have been completed to determine what features and improvements should be included in the final design.
- 9 playground manufacturers submitted concepts based on survey feedback with project budgets in mind.
- 7 concepts were sent to the community for voting.



# Public Engagement: *Summary of Surveys*



- Survey 1: 168 responses, open for 3 weeks
- Survey 2: 207 responses—open for 2 weeks

Total responses: 375



Additional area of focus: Staff specifically met with special needs user groups to ensure feedback was received

*User groups included: BISD, Center for ASD, Fit Abilities, and City of Burleson ADA citizen committee.*



KOMPAN



BURKE 1



BURKE 2



MIRACLE



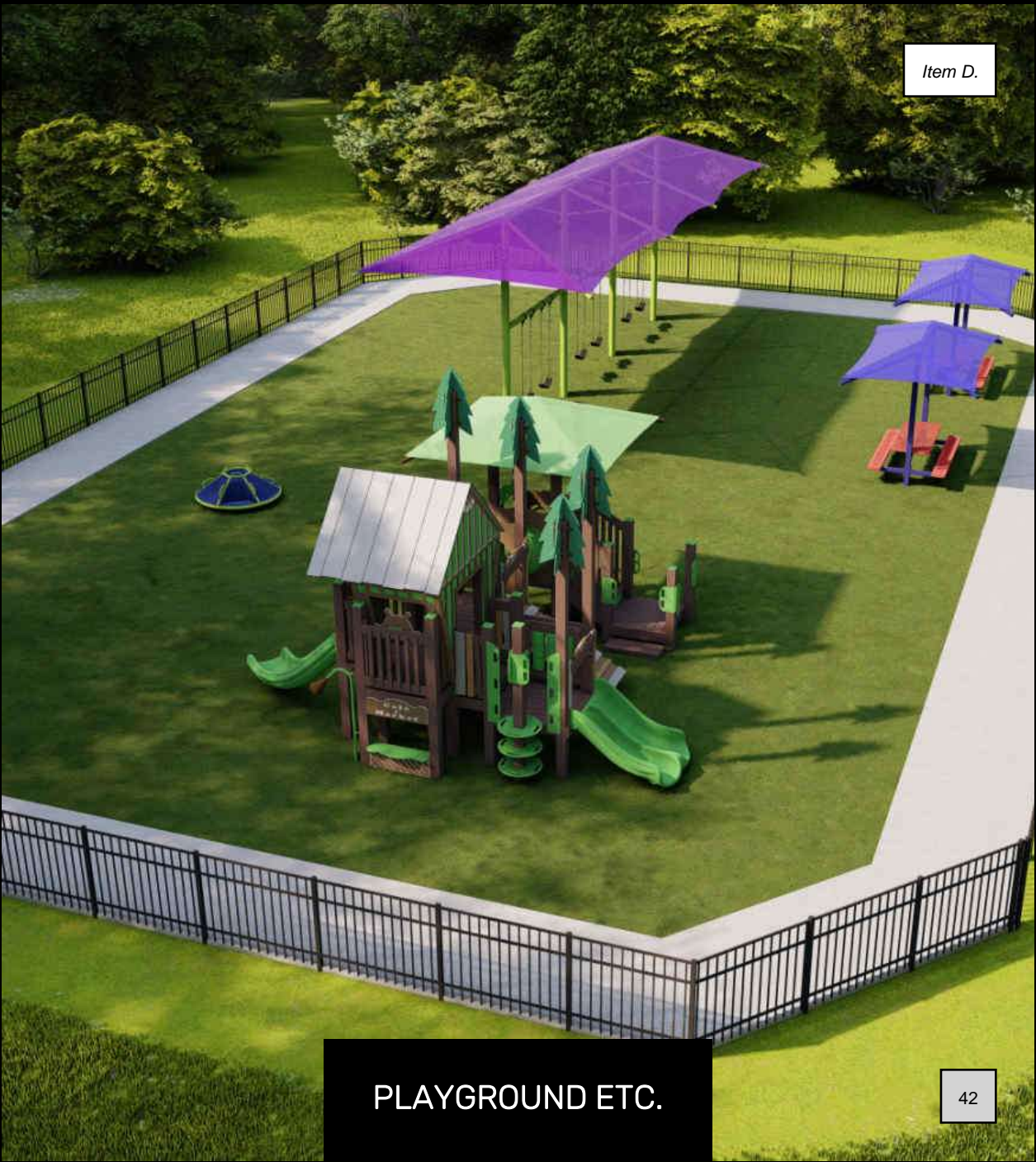
WISE 1



PLAYWELL



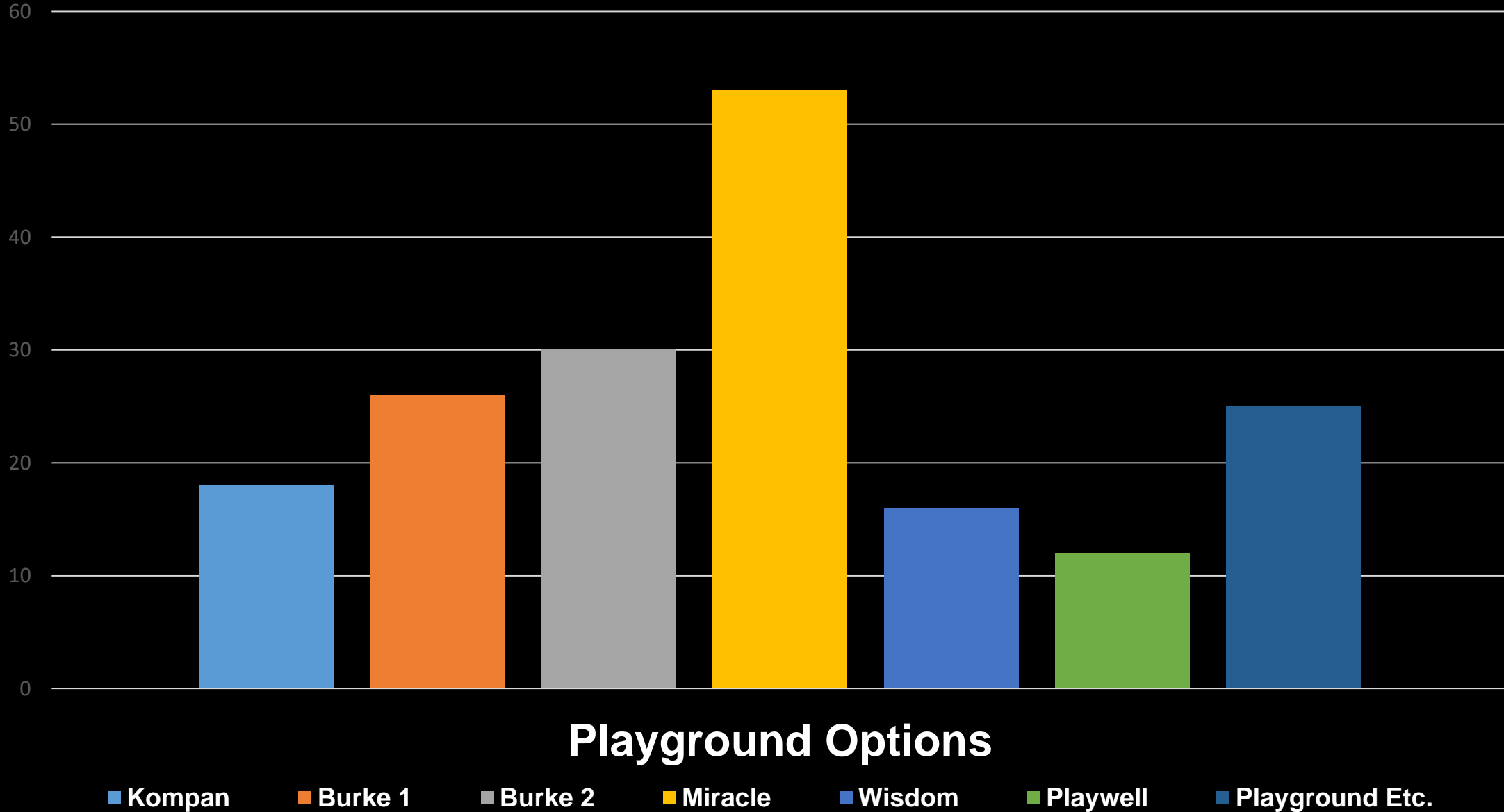
Item D.



PLAYGROUND ETC.



# Which Playground?



# Elements of Community Selected Park Improvements















**Turf  
Surfacing**

**Fencing: Completely  
Fenced**

Item D.

# Miracle

## *Playground features include:*

### **Swings**

- **Standard and ADA Glide Along**

### **Slides**

- **2 Slides**

### **Ladders, Bridges, and Platforms**

**Climbers**

### **Climbing ropes or walls**

- **Climbing Wall**

### **Imaginative or sensory play elements**

- **Music Panels**
- **Imaginary Play Panels**
- **Manipulative Play Panels**

### **Inclusive features**

- **ADA Glide Along**
- **Ground panel activities**
- **Transfer Access**

### **Shade**

- **Integrated Shade within tot lot area**
- **Integrated shade within 5-12 structure**
- **Shade over 1 existing bench**

# Options



Staff recommendation



Approve contract with We Build Fun / Miracle in the amount of \$278,314 for improvements at Cedar Ridge Park.



Deny



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## Park Board

**DEPARTMENT:** Parks and Recreation  
**FROM:** Jen Basham, Parks and Recreation Director  
**MEETING:** February 15, 2024

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**SUBJECT:**

Consider recommending approval of a contract with TGS Sports LLC in the amount of \$1,741,400 for the conversion of Clydesdale, Shire, Paint, Appaloosa, Roan, Pasofina and Quarter fields at Chisenhall Fields to synthetic turf. (*Staff Contact: Daniel Shafer, Parks Superintendent*)

**SUMMARY:**

To convert the existing infield of Clydesdale, Shire, Paint, Appaloosa, Roan and Quarter fields at Chisenhall Fields to synthetic turf. This conversion improves playability after rain events and enhances accessibility with even playing surfaces to maximize field usage.

**RECOMMENDATION:**

Staff recommends approving as presented.

**FISCAL IMPACT:**

The total of \$1,741,400 will be allocated from 4B Bond Funds

**STAFF CONTACT:**

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

# Chisenhall Fields-Synthetic Turf Infield Conversion

*February 15, 2024-Parks Board*

*Staff Presenter: Daniel Shafer, Parks Superintendent*

# Overview

- Background
- Existing Infield
- New infield
- Bid Summary
- Award Summary
- Timeline
- Recommendations

# Background

- 2021- Parks researched opportunities to improve playability at Chisenhall Fields due to rainouts and requests for improved accessibility
- Early 2022- synthetic field conversion added to Parks and Recreation's Capital Improvement Program (CIP)
- February 2023- Staff presented presentation for the installation of synthetic turf on Arabian field
- Summer of 2023- City council provided direction to convert more fields at once compared to one per year
- \$2,125,000 allocated for funding in 2023-2024 CIP for this project



# Current Infield

- Clay and Turf Surfacing
  - Requires occasional replenishment of material
  - Requires daily grooming
  - Requires weekly mowing and trimming
  - Requires daily marking
  - Requires drying maintenance after rain event
  - May require cancellation of play due to inability to dry field for safe play after rain events as clay is microporous soil that retains moisture



# New Infield

- Synthetic Surfacing
  - Requires occasional replenishment of material
  - May require patching of high use areas (Evaluate from season to season)
  - Requires daily grooming and balancing of infill material
  - Requires no mowing or fertilization
  - Requires no marking
  - Requires little to no drying maintenance after rain event
  - Play not as likely to be cancelled by rain events with synthetic turf infields drain quickly



- Arabian field was completed in 2023.

- 7 fields will be completed in the 2024 project
  - Appaloosa
  - Paint
  - Roan
  - Clydesdale
  - Shire
  - Quarter
  - Pasofino

# Bid Summary

- Request for Proposal (RFP) posted on November 28, 2023 for 5 fields with 2 fields added as separate alternates and closed for submissions on January 11, 2024
- 5 vendors submitted bids
- Evaluated 5 vendors based on Price, Project Approach, Experience, Key Personnel, Financial Capability and Compliance with the RFP



# Award Summary

- Quote Range
  - High: \$1,484,195
    - \$2,417,592 with 2 alternates
  - Low: \$1,046,730
    - \$1,601,120 with 2 alternates
- Low bid is not being recommended due to references and out of state

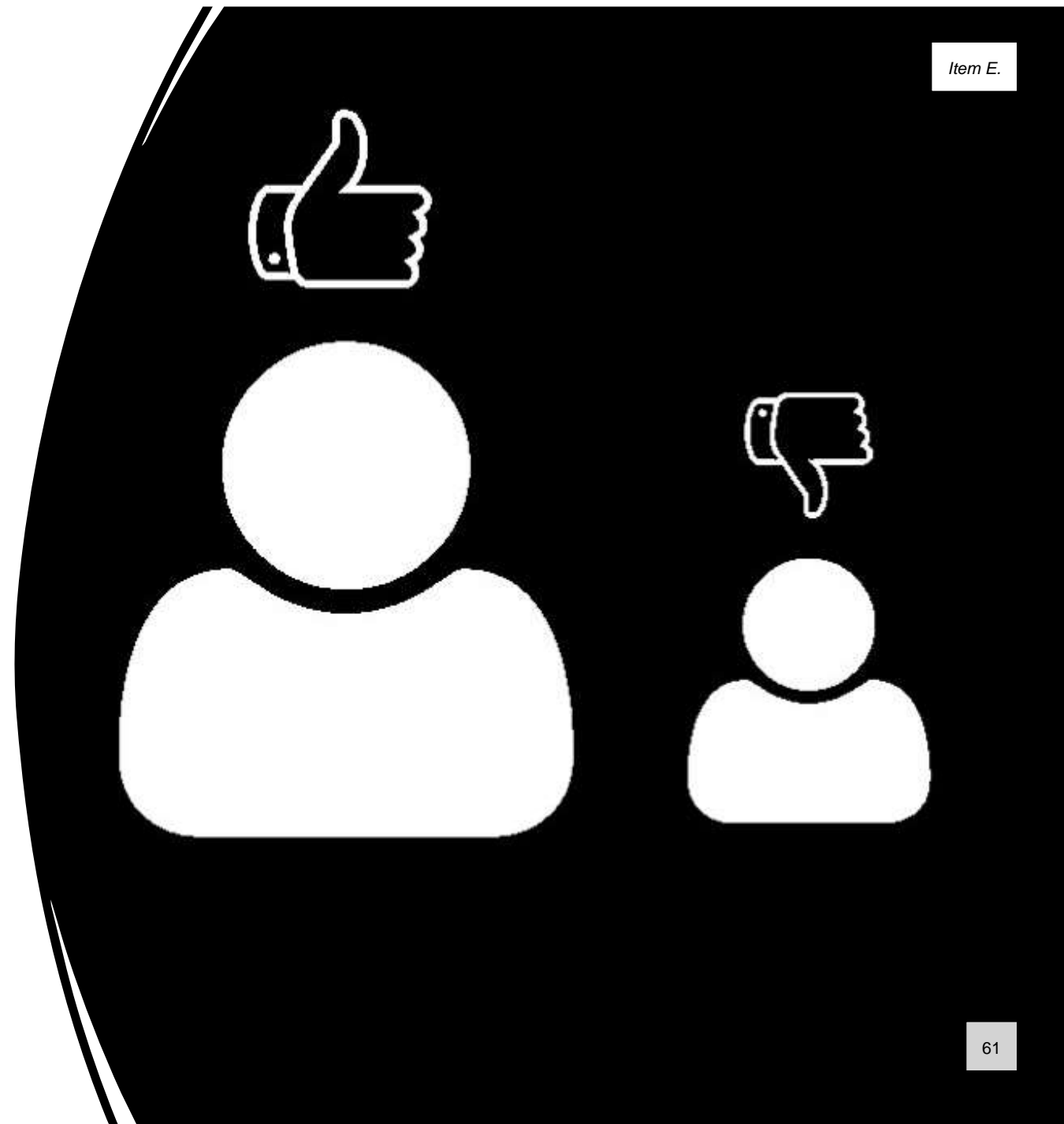
# Timeline

- February 15- Present construction contract to Parks Board for recommendation
- March 4- Present construction contract to City Council for award consideration
- May 2024- Begin construction
- August 2024- Complete construction and open for play

# Recommendation

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- Recommend:
  - TGS Sports LLC in the amount of \$1,741,400 for the conversion of Clydesdale, Shire, Paint, Appaloosa, Roan, Pasofina and Quarter fields at Chisenhall Fields to synthetic turf
- Deny
  - TGS Sports LLC in the amount of \$1,741,400 for the conversion of Clydesdale, Shire, Paint, Appaloosa, Roan, Pasofina and Quarter fields at Chisenhall Fields to synthetic turf



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## Park Board

**DEPARTMENT:** Parks and Recreation

**FROM:** Jen Basham, Parks and Recreation Director

**MEETING:** February 15, 2024

---

**SUBJECT:**

Consider recommending approval of a contract with PlayWorks Inc. a sole source provider of Playwell products for playground improvements to Meadowcrest Park in the amount of \$220,000. (*Staff Contact: Daniel Shafer, Parks Superintendent*)

**SUMMARY:**

Replacement of existing playground equipment with synthetic turf surfacing for accessibility at Meadowcrest Park.

**RECOMMENDATION:**

Staff recommends approving as presented.

**FISCAL IMPACT:**

The total of \$220,000 will be allocated from 4B Bond Funds

**STAFF CONTACT:**

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



# Meadowcrest Park

*February 15, 2024- Park Board*

*Staff Presenter: Daniel Shafer, Interim Deputy Director of Parks*

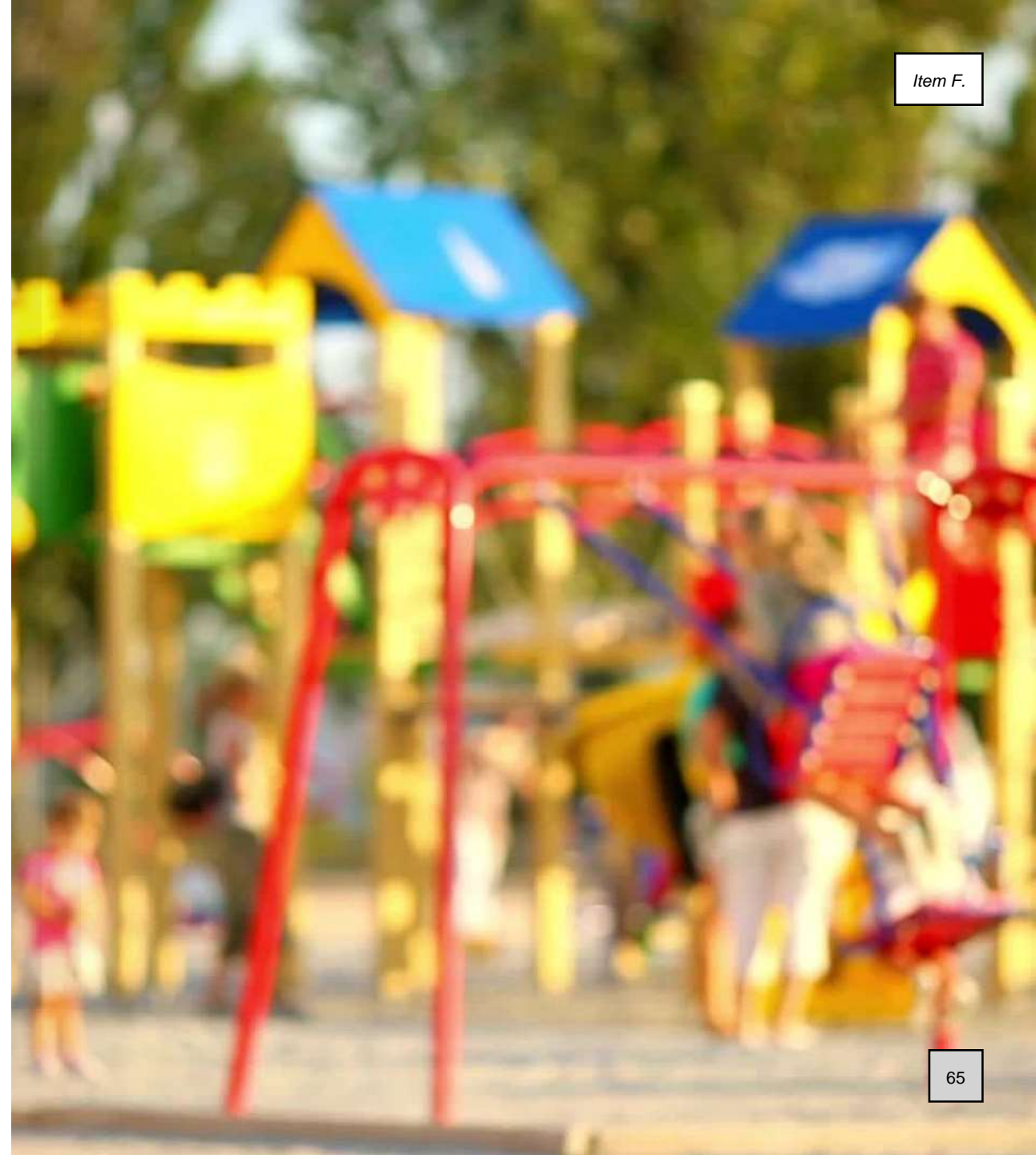


# Overview

- Background
- Survey Data
- Playground Renderings
- Sports Court and Lighting
- Budget
- Timeline
- Action Options

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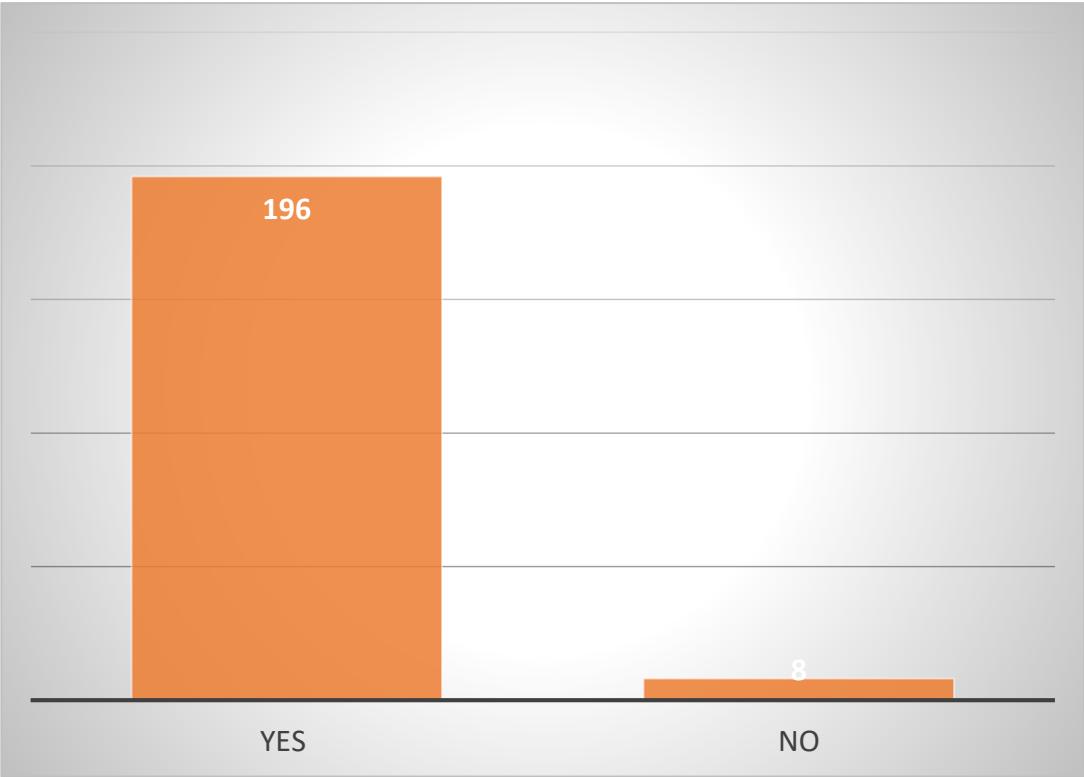
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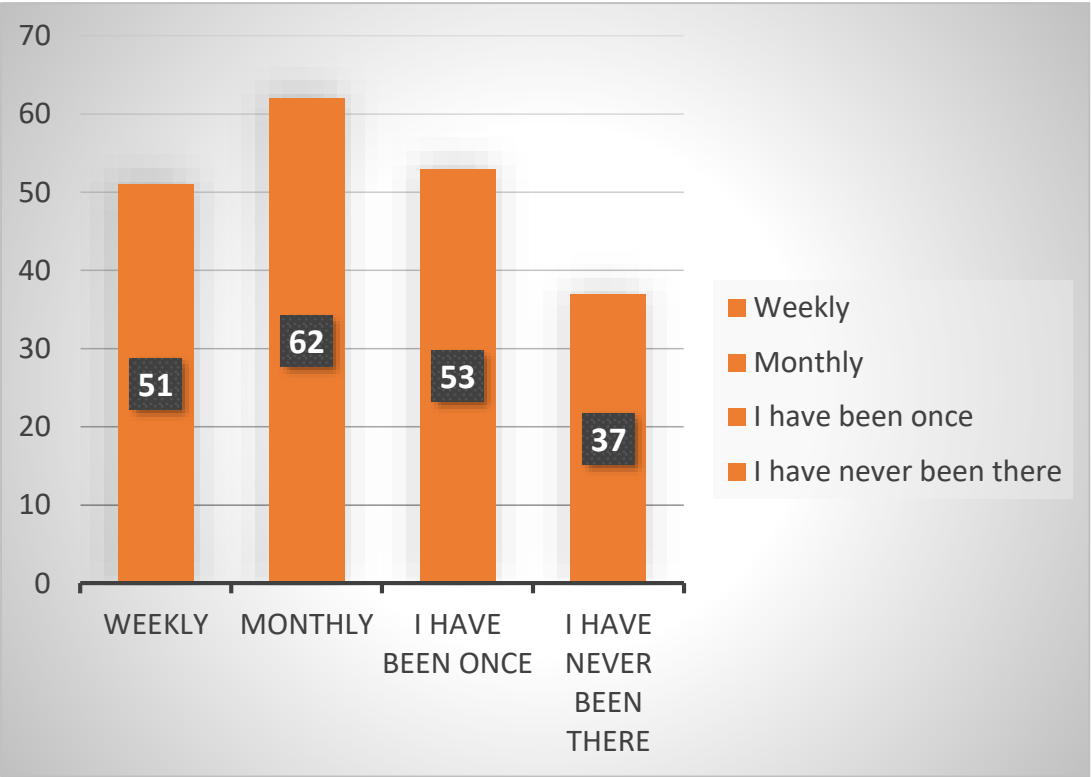


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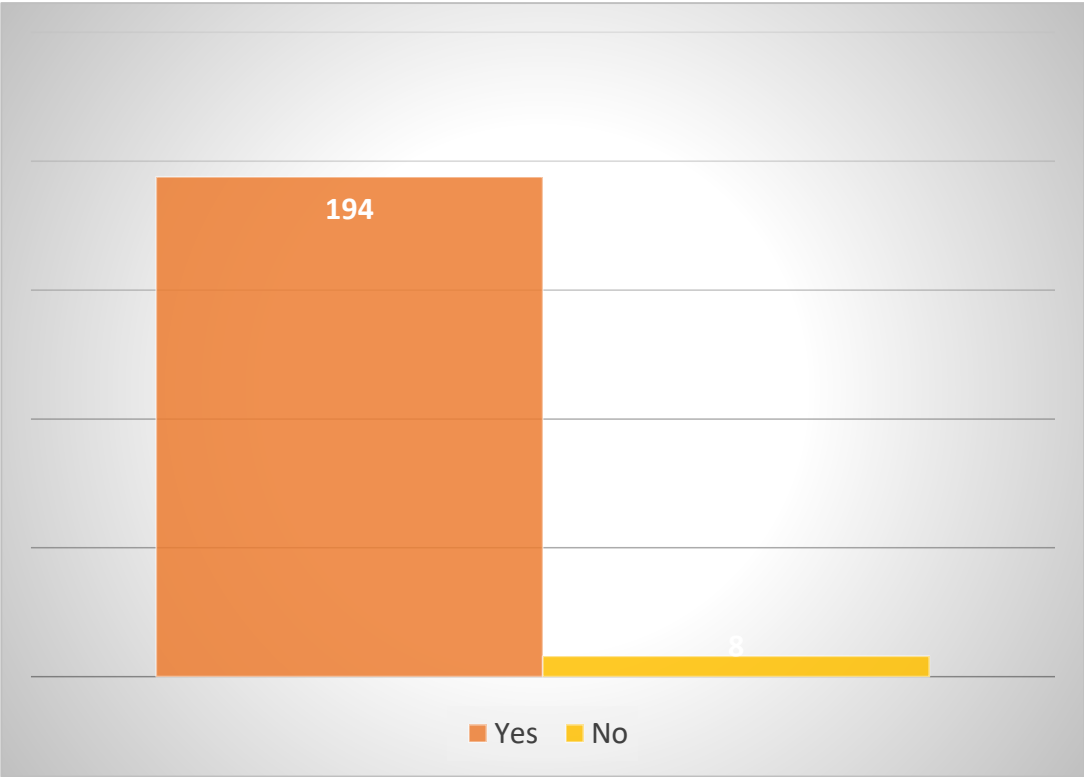


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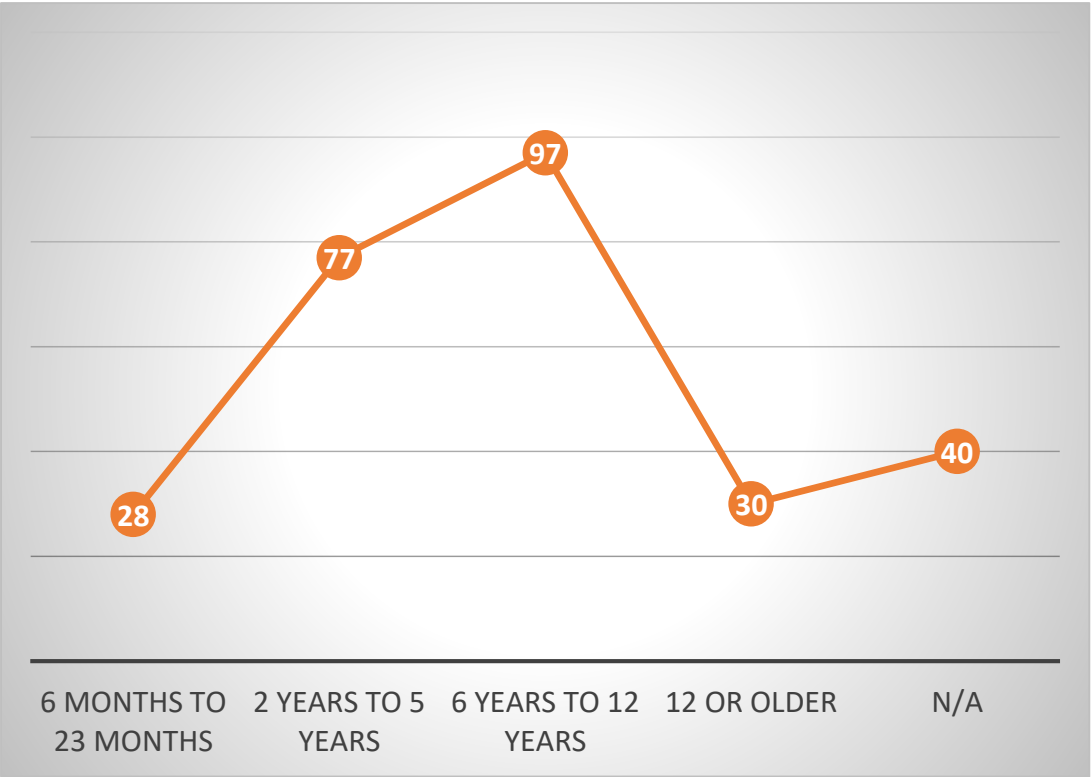


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Do you bring children to Meadowcrest Park? For example, grandparents, parents, caregiver, etc.

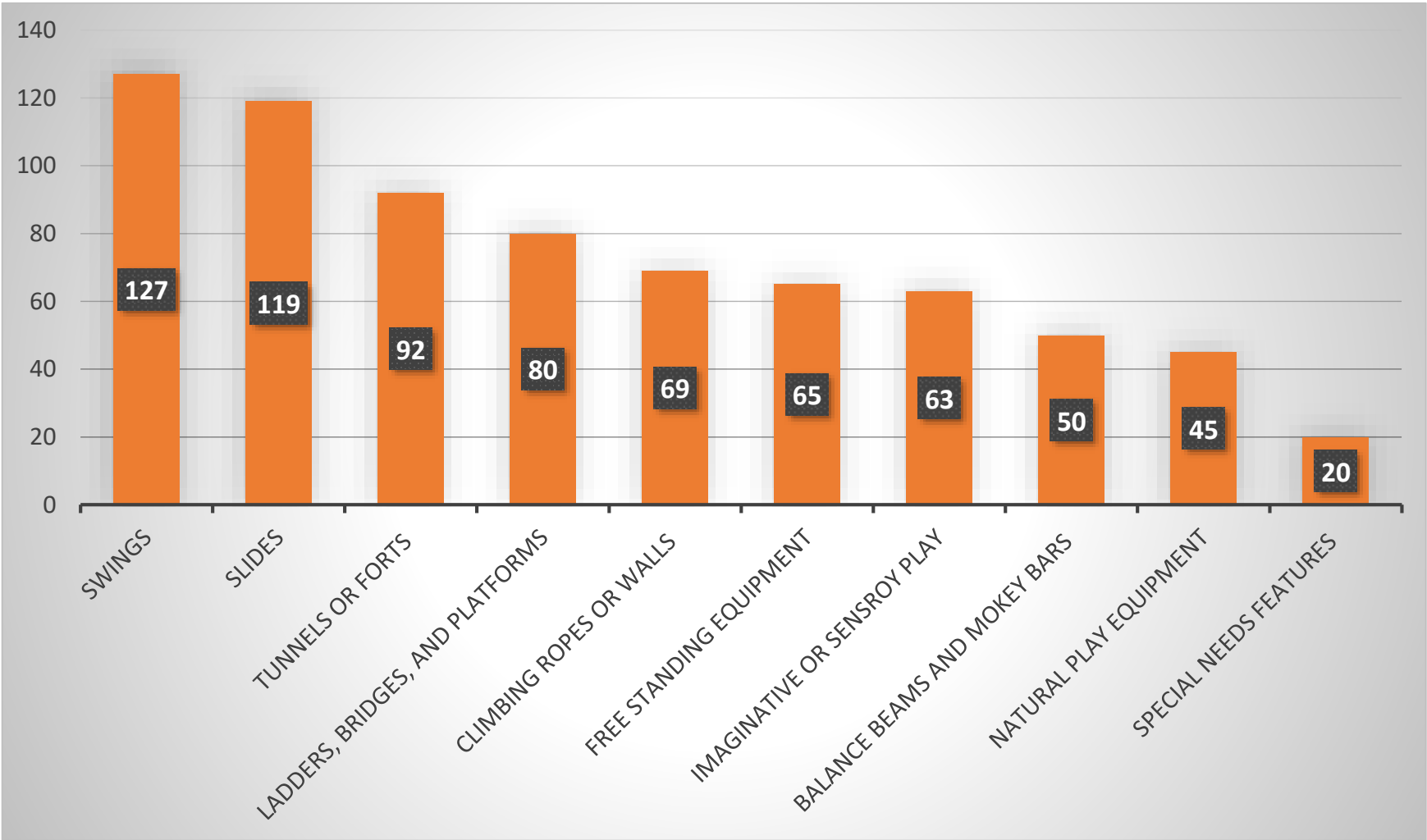


What are the ages of the children you bring to the park?



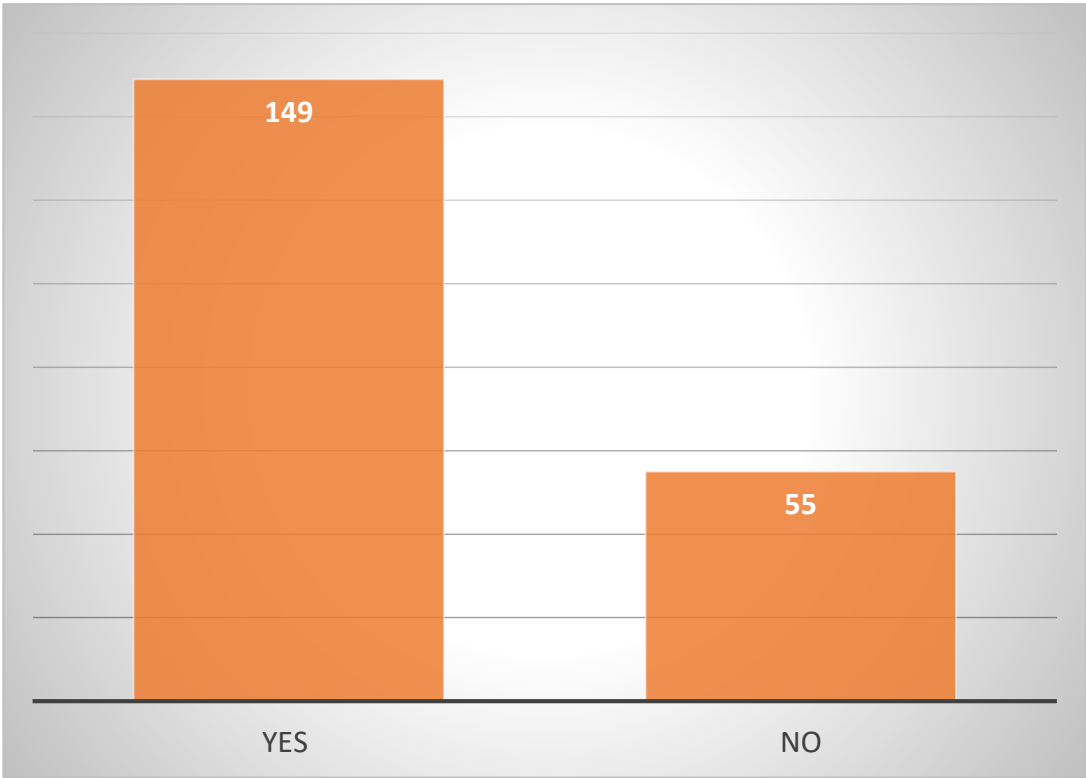
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What type of play equipment do the children in your household most enjoy?  
Please select your top 3.

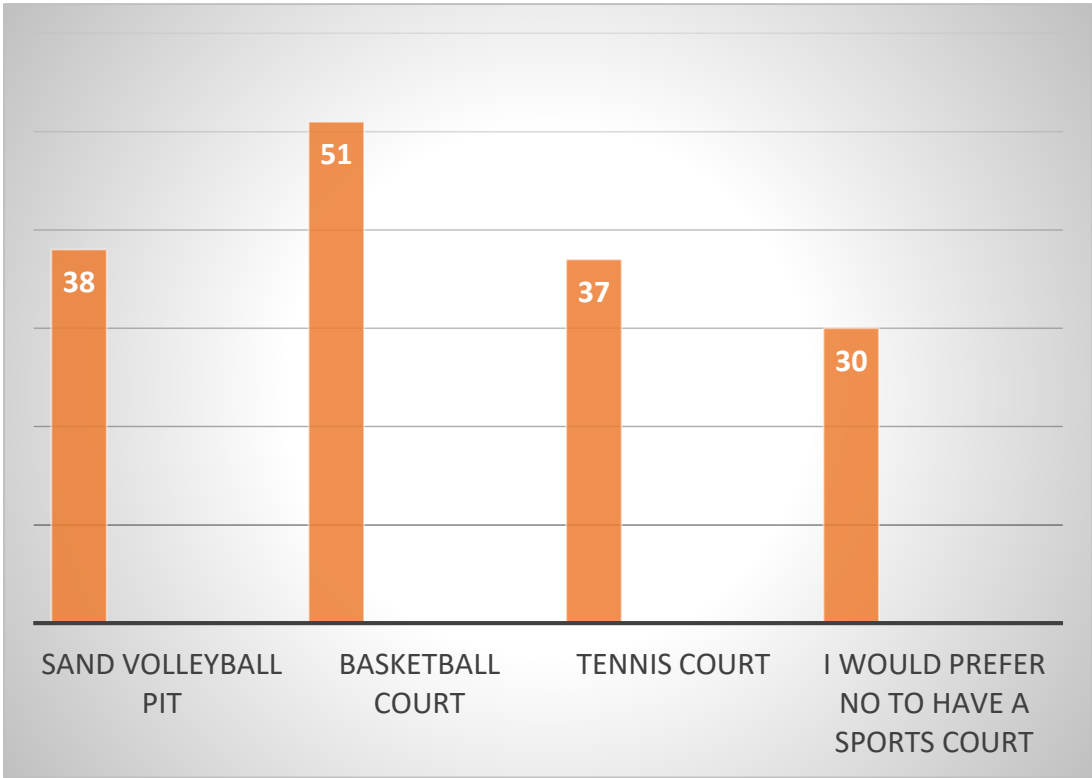


# Survey 1

Based on community feedback, staff is considering a Pickleball court for this park. Do you support this?



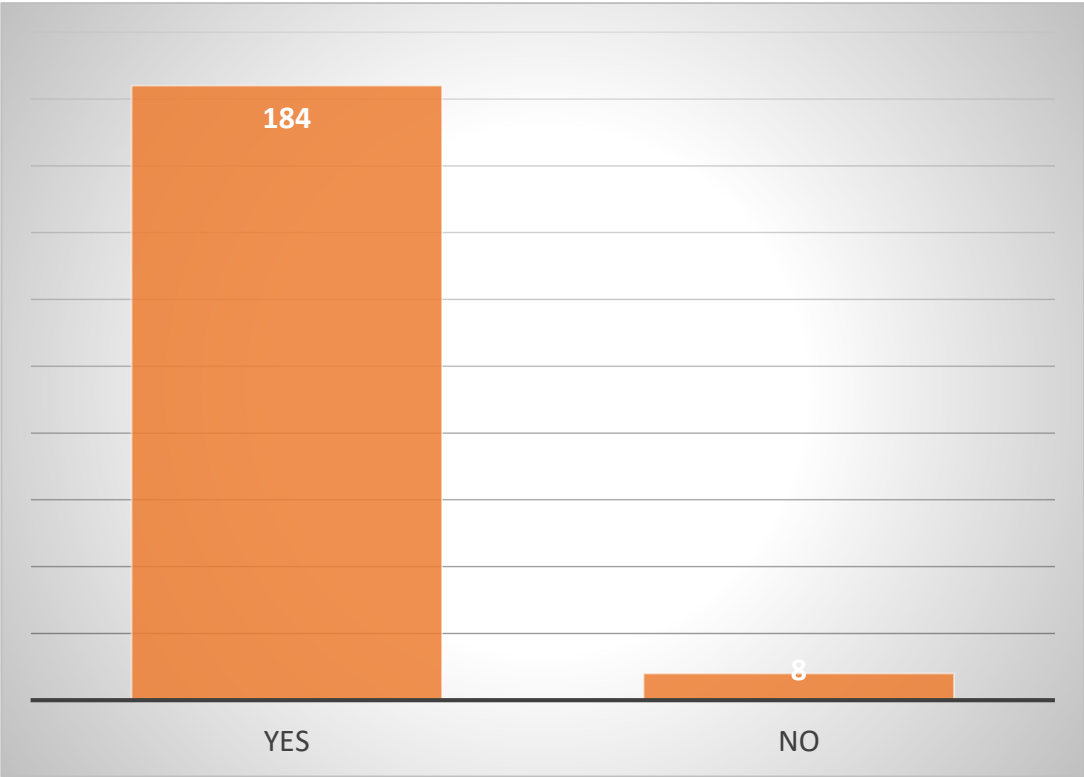
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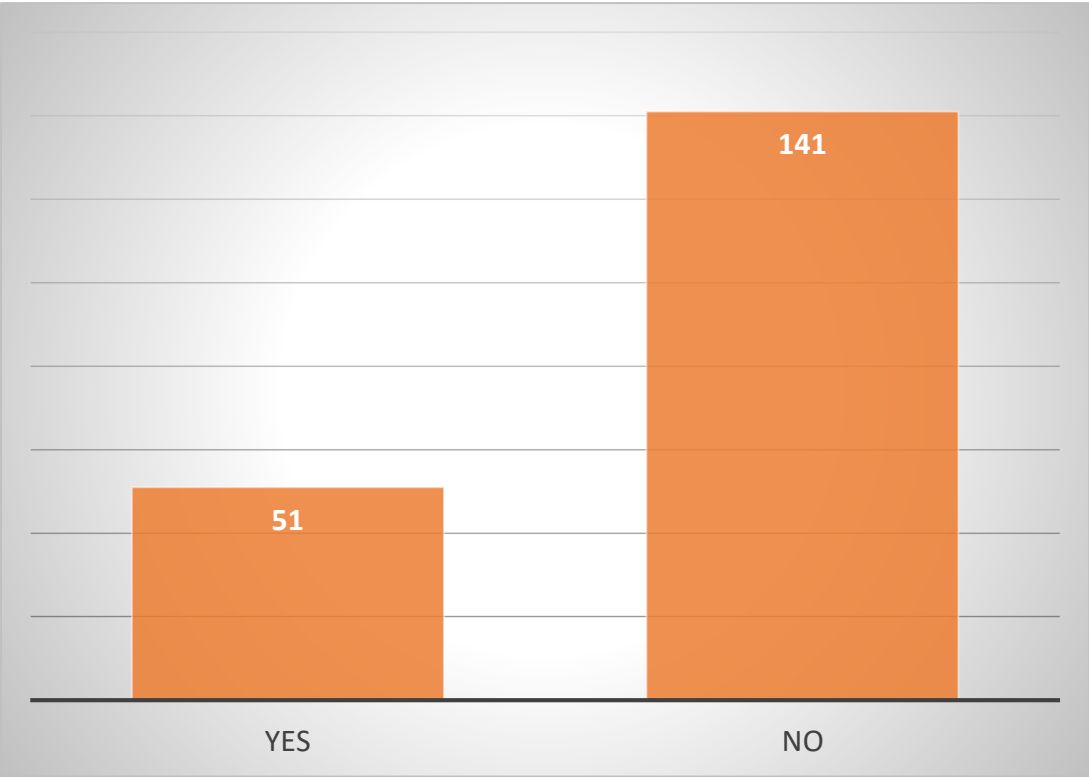


# Survey 2

Are you a Burleson Resident?



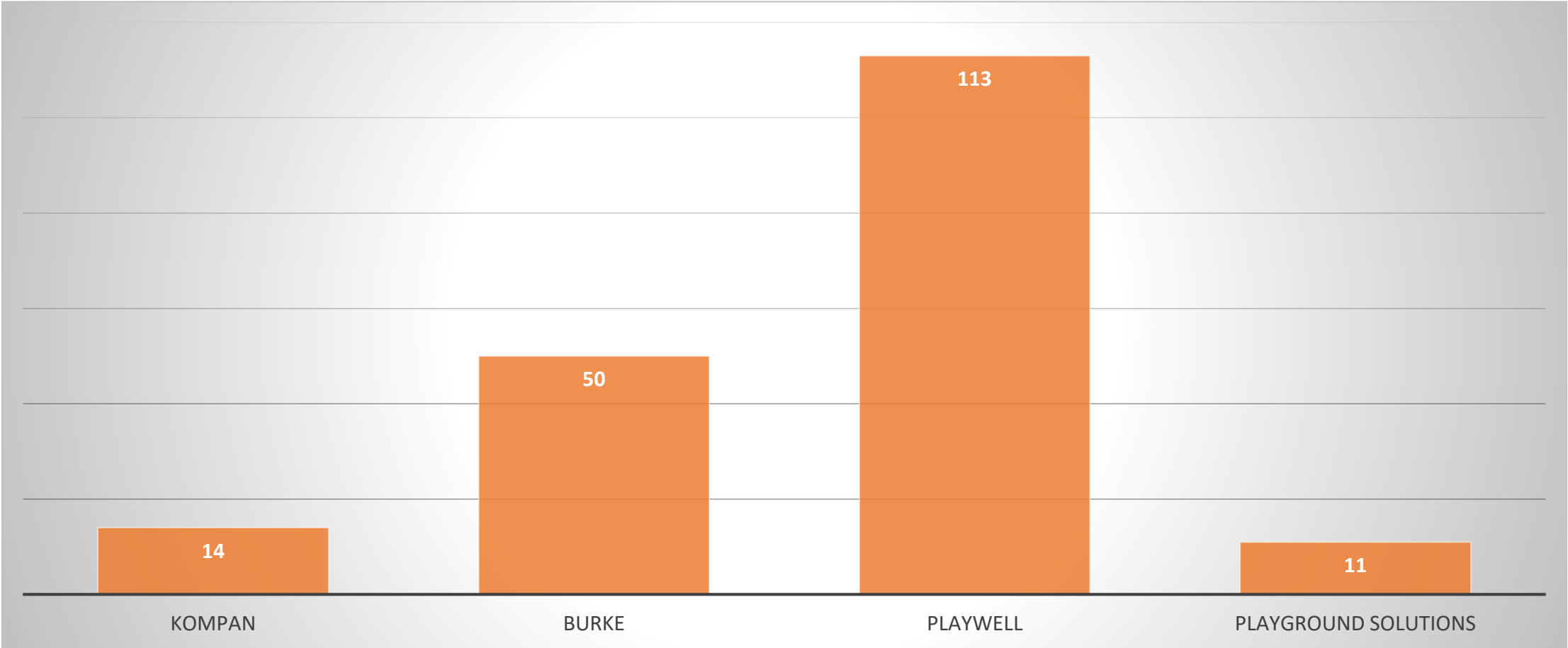
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Playground renderings  
for second round of  
public engagement



# Which playground option would you like to see at Meadowcrest Park?





# Option 3

## Playground features include:

### Swings

- 1 inclusive seat
- 1 playshare seat
- 2 saddle swings

### Slides

- 1 double slide
- 1 larger slide

### Ladders, Bridges, and Platforms

- n/a

### Climbing ropes or walls

- Climbing rope ladder

### Free standing equipment

- Spin max pod
- 2 bay swing sets

### Imaginative or sensory play elements

- 5 flower musical pieces
- Tuned drums
- Butterfly photo station

### Inclusive features

- 1 inclusive swing seat
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- Transfer steps - solid step access to slide platform
- Swing with saucer seat

### Shade

- Shade over benches
- Integrated structure shading
- Shade over swing set









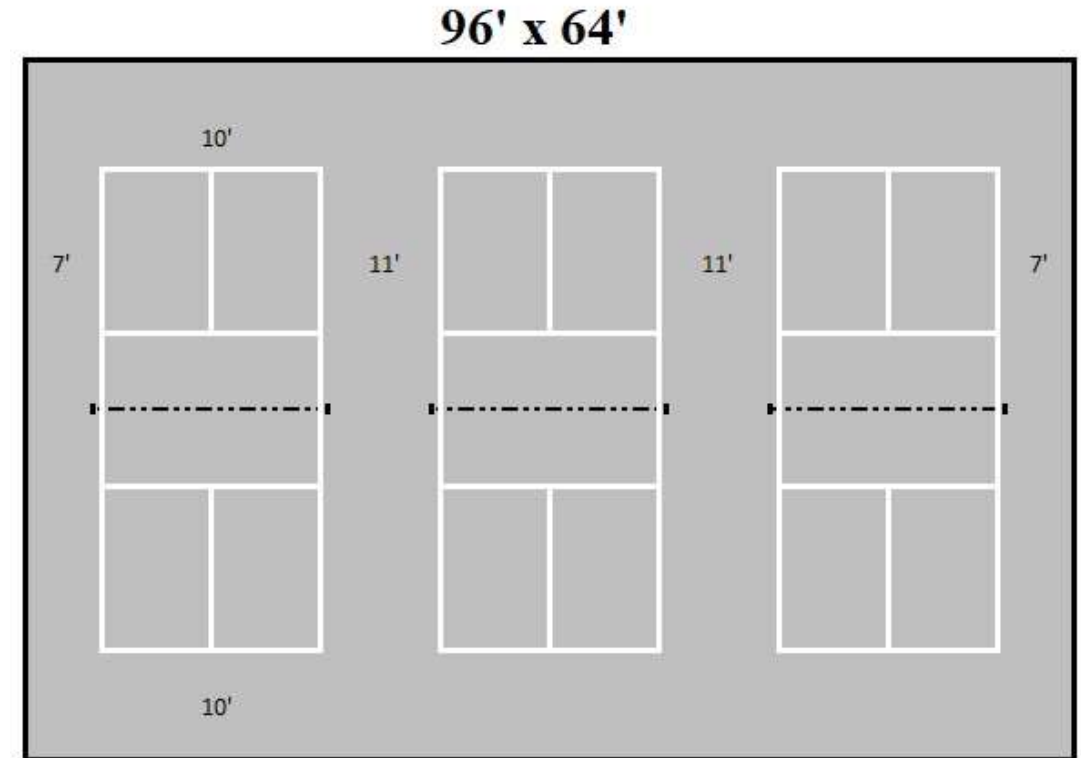




# Sports Court and Lighting

## Pickleball Court

- 3 Pickleball courts
- 8 foot tall fencing with windscreen
- 3 permanent nets





# Sports Court and Lighting

## Solar Lighting

- 2- 20 foot poles



# Budget- \$400,000

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- Playground- \$220,000.00
- Pickleball Court- \$144,470.00
- Lighting- \$7,748.00
- Accessibility path to Pickleball court- \$5,000
- Total- \$377,218.00





# Playground

Award:

Playwell for \$220,000.00

Deny:

Playwell for \$220,000.00

# Pickleball Courts

**3 Vendors Provided Quotes to verify getting best price from BuyBoard quote from Dobbs Tennis Courts LLC**

- Quote Range
  - High:\$185,181.00
  - Low: \$144,470.00
- Recommended Award: Dobbs Tennis Courts LLC for \$144,470.00

## Council Direction

Award: Dobbs Tennis Courts LLC for \$144,470.00

Deny: Dobbs Tennis Courts LLC for \$144,470.00



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## Park Board

**DEPARTMENT:** Parks and Recreation

**FROM:** Jen Basham, Parks and Recreation Director

**MEETING:** February 15, 2024

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**SUBJECT:**

Consider recommending approval of a contract with Dobbs Tennis Courts LLC for Pickleball court installation at Meadowcrest Park in the amount of \$144,470.00.  
(Staff Presenter: Daniel Shafer, Parks Superintendent)

**SUMMARY:**

Installation of a post-tensioned concrete (3) Pickleball court with 8' high fencing and windscreens.

**RECOMMENDATION:**

Staff recommends approving as presented

**FISCAL IMPACT:**

The total of \$144,470.00 will be allocated from 4B Bond Funds

**STAFF CONTACT:**

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

# Meadowcrest Park

*February 15, 2024- Park Board*

*Staff Presenter: Daniel Shafer, Interim Deputy Director of Parks*



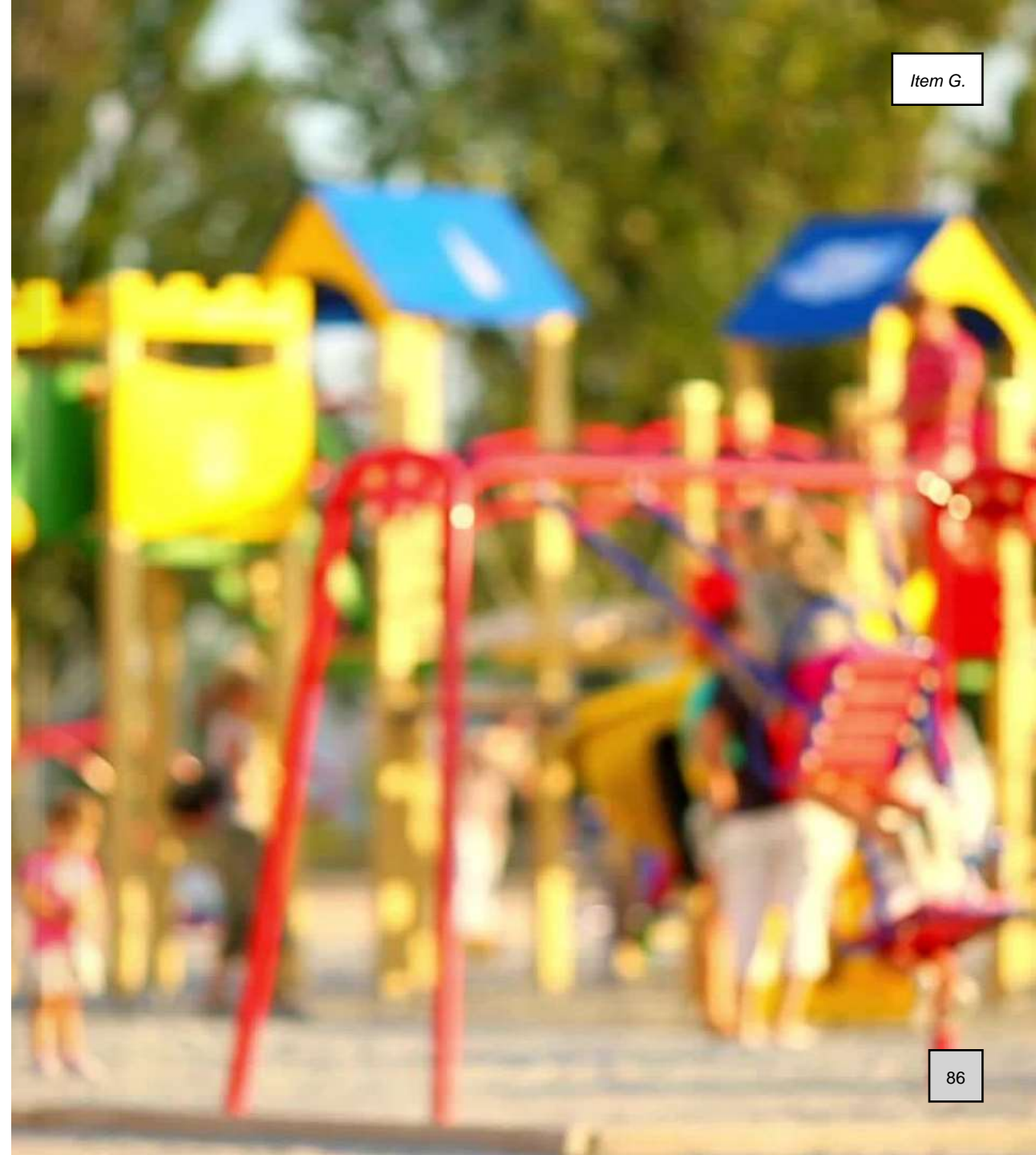
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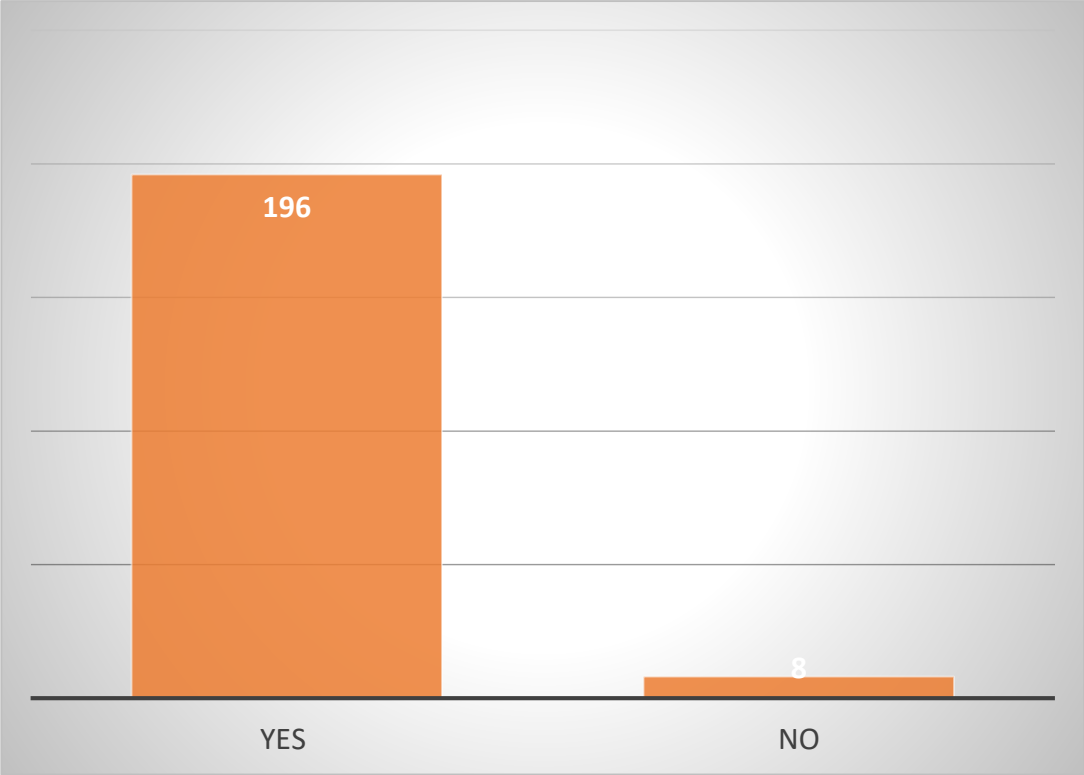


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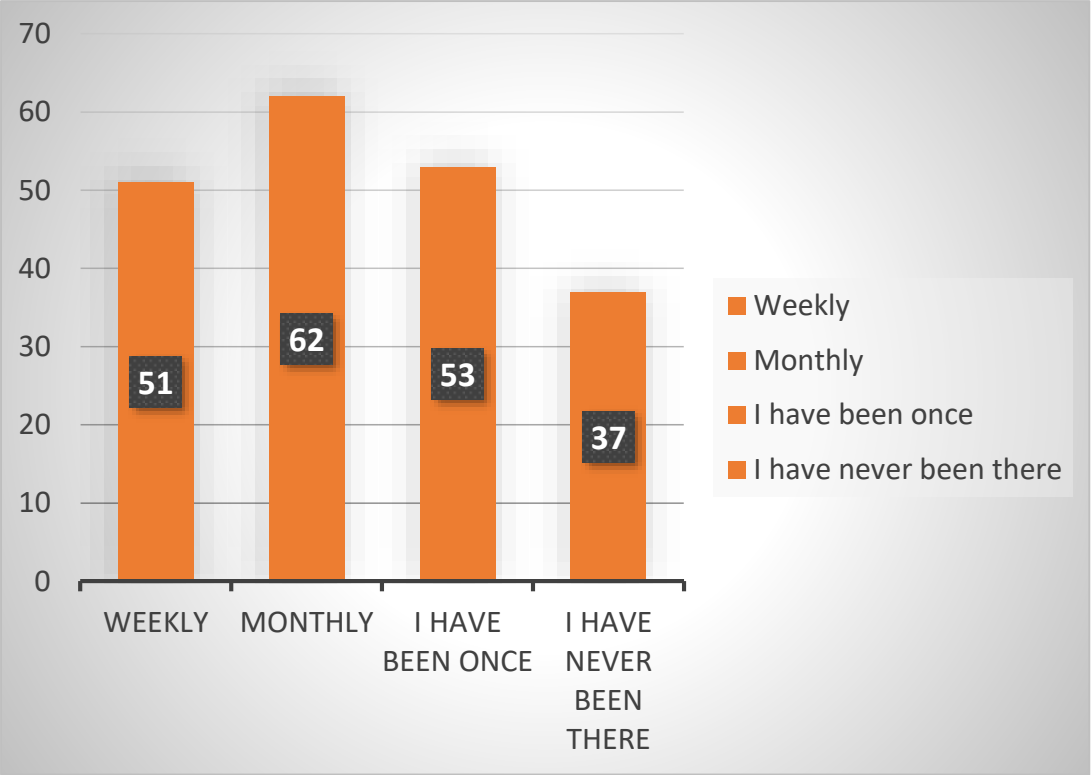
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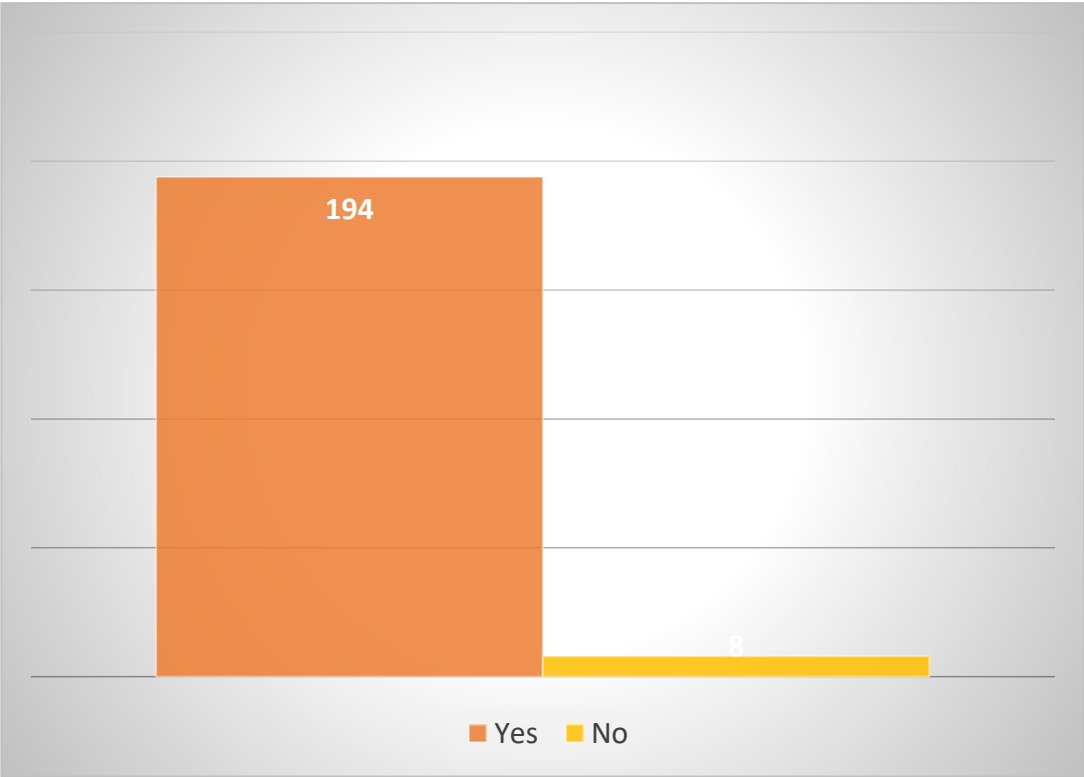


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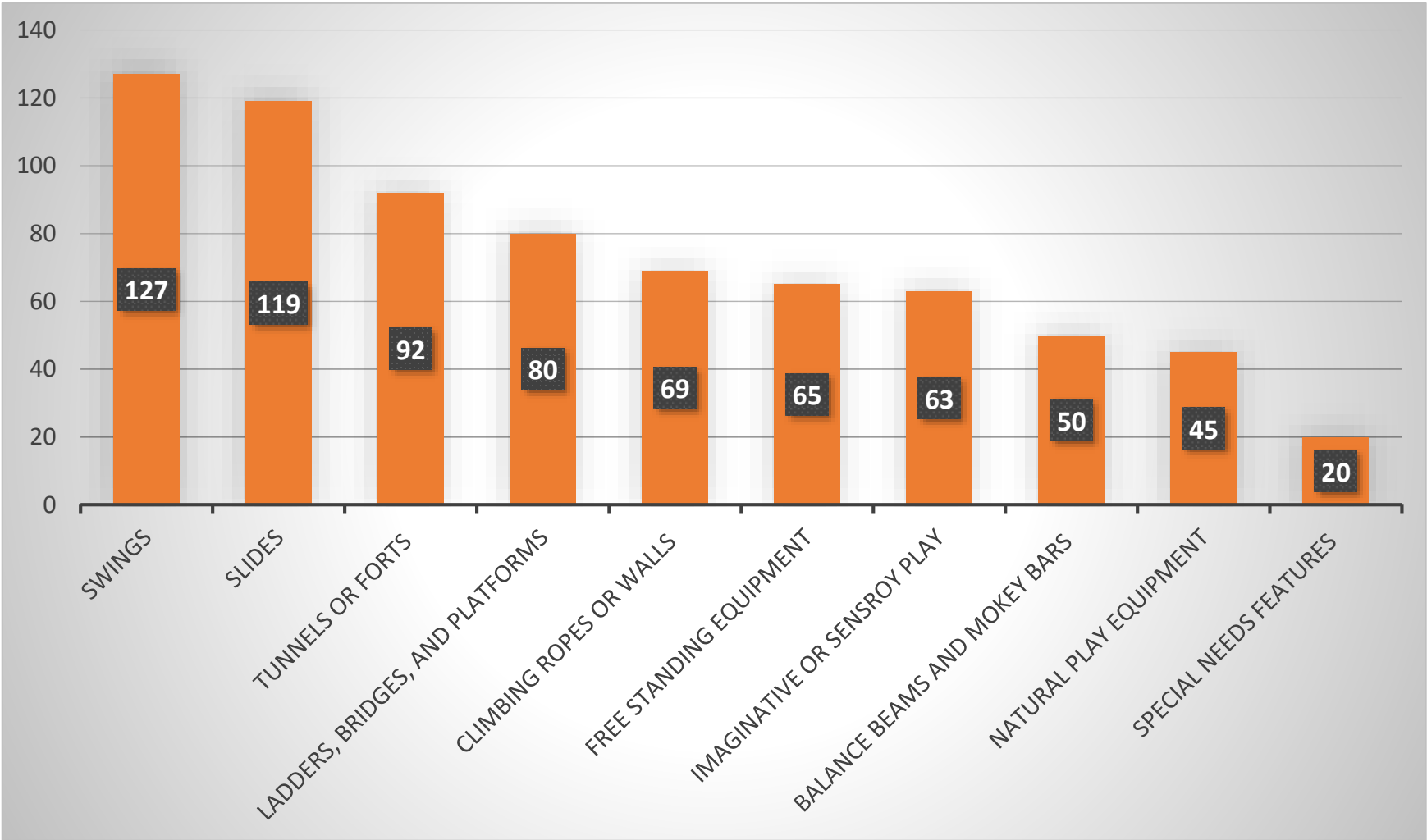


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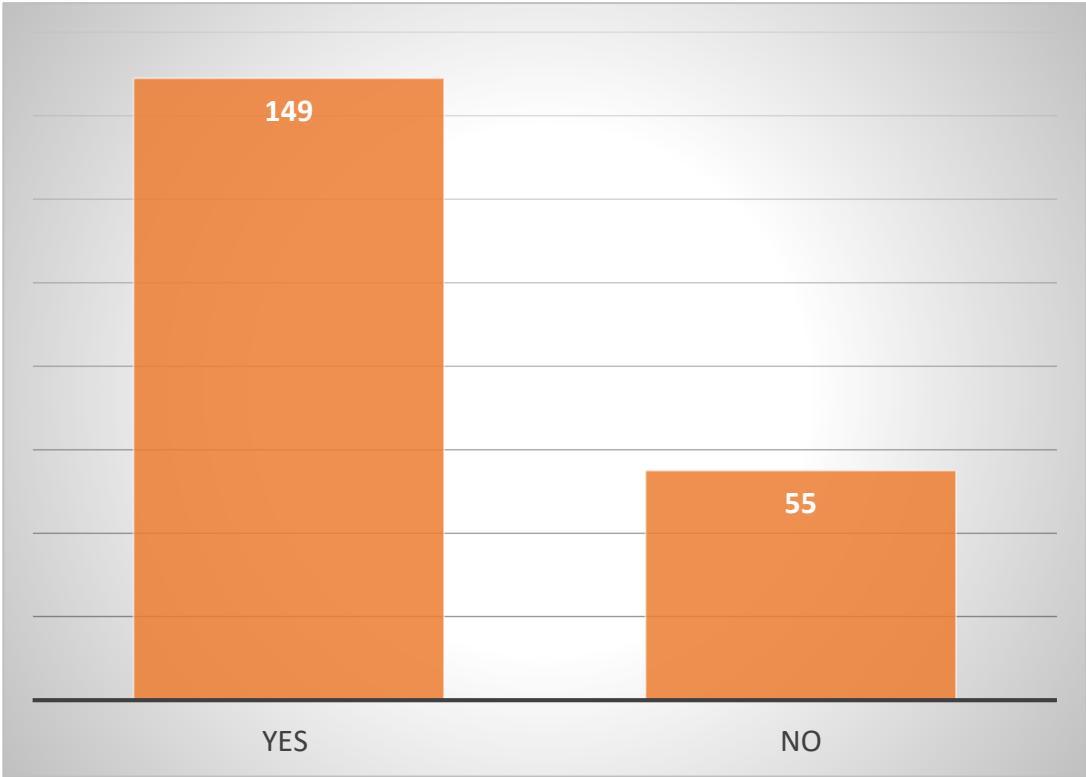
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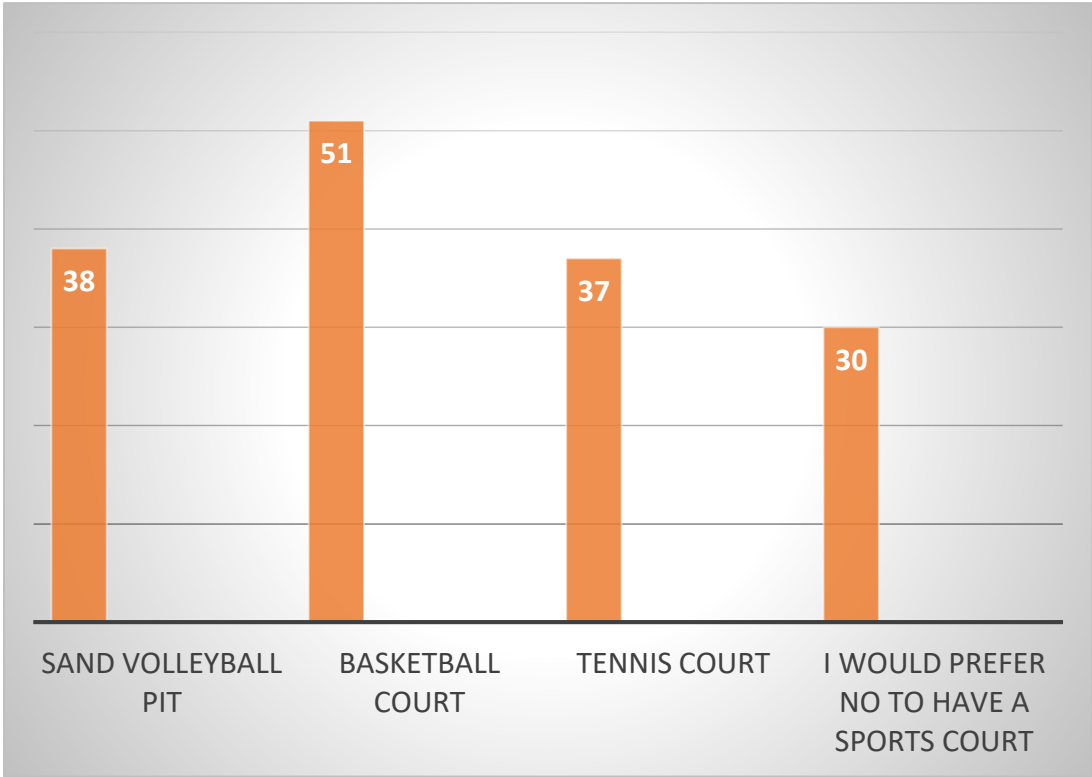


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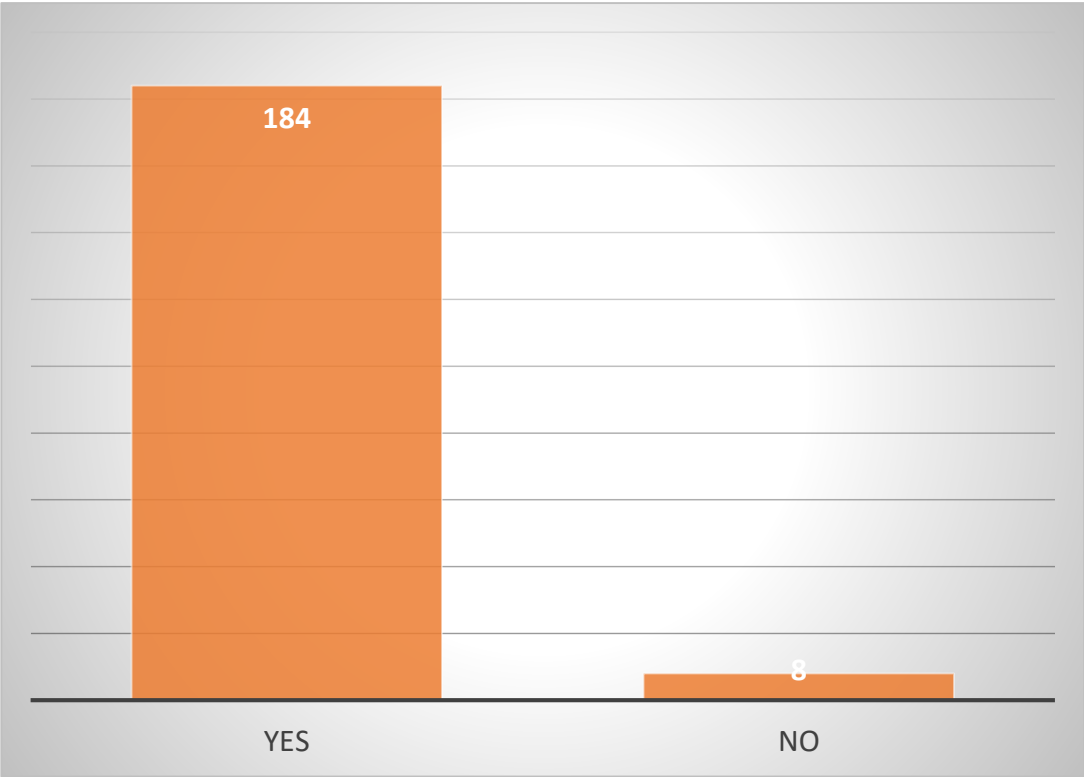


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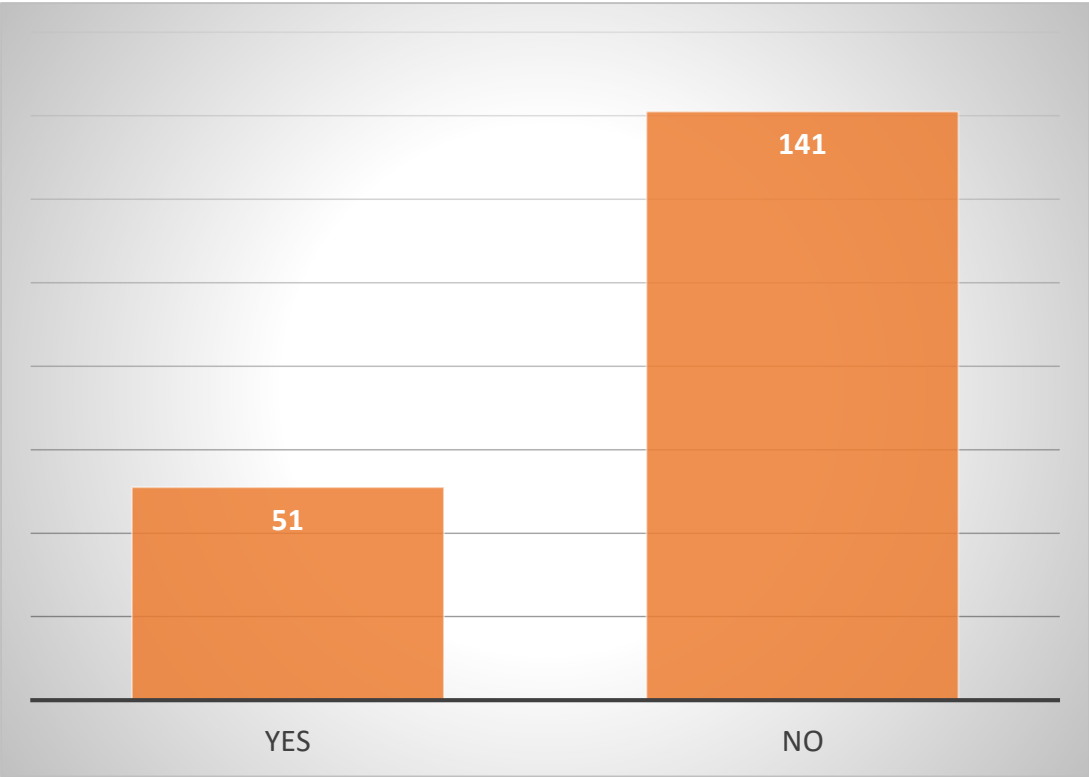


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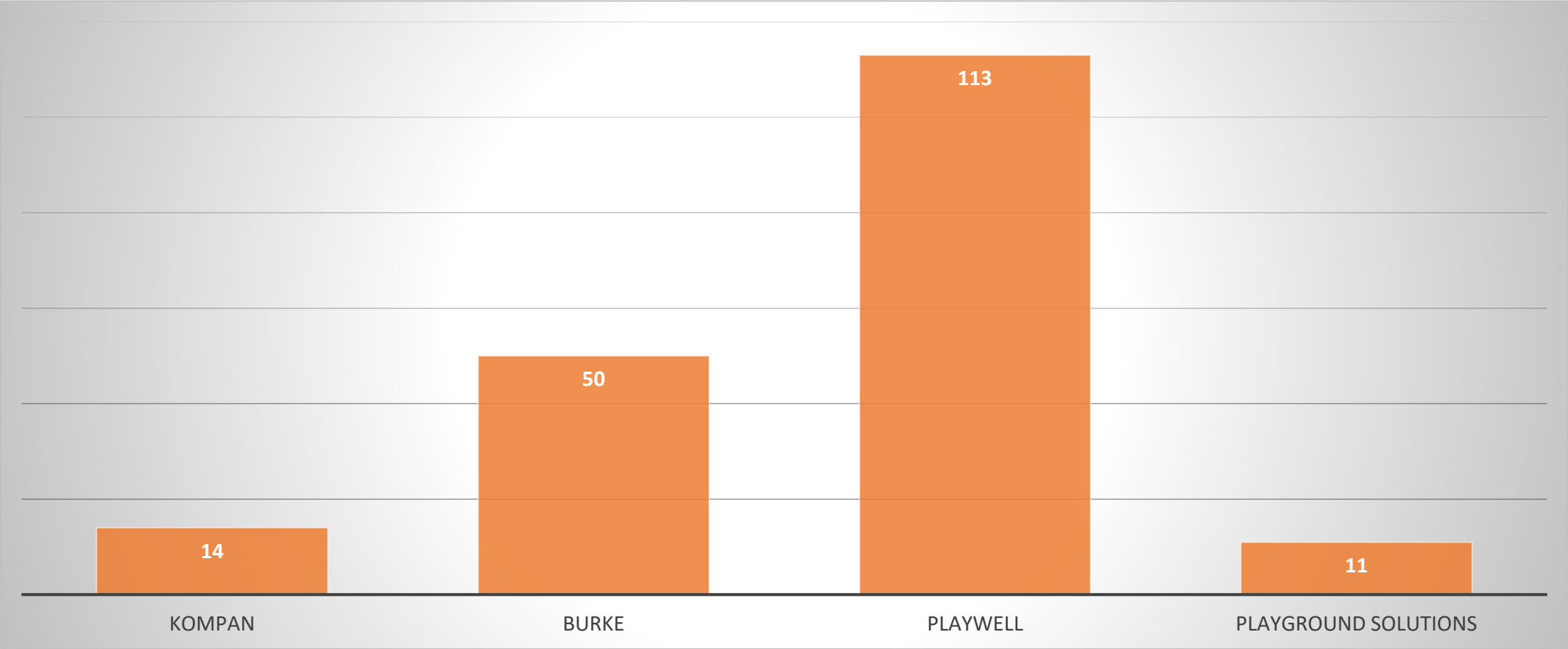
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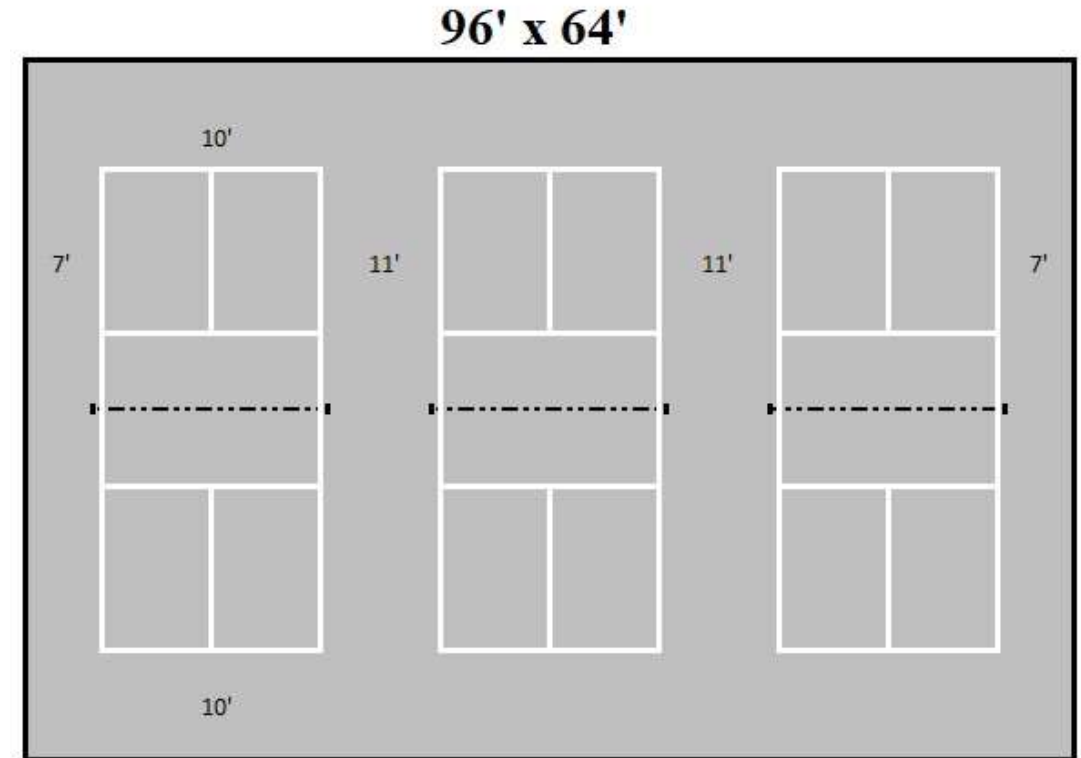




# Sports Court and Lighting

## Pickleball Court

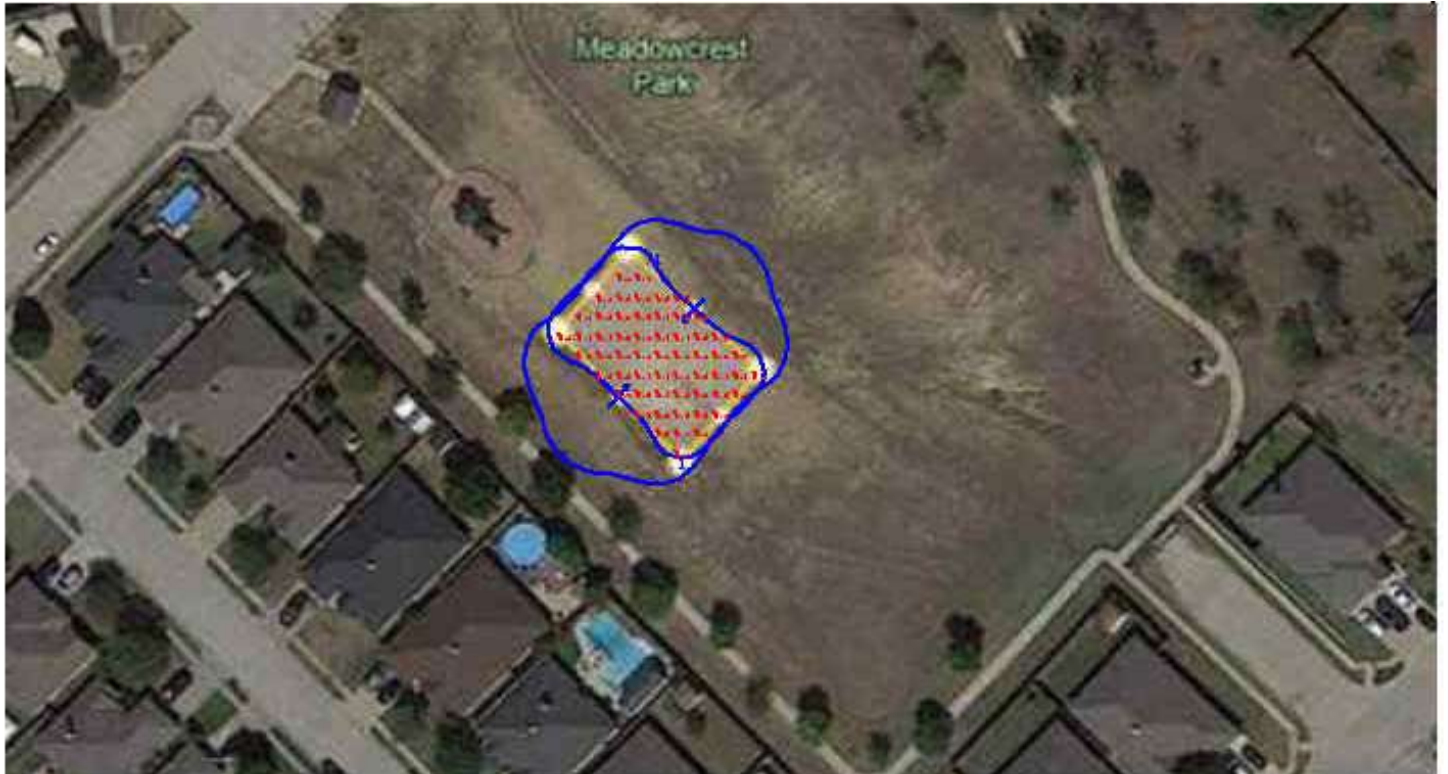
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## Park Board

**DEPARTMENT:** Parks and Recreation

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

**MEETING:** February 15, 2024

---

**SUBJECT:**

Receive the January 2024 Department Update Presentation (Staff Presenter: Jen Basham, Director of Parks and Recreation)

**SUMMARY:**

Departmental updates regarding parks, recreation, and golf.

**OPTIONS:**

**RECOMMENDATION:**

**PRIOR ACTION/INPUT (Council, Boards, Citizens):**

**FISCAL IMPACT:**

**STAFF CONTACT:**

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



A photograph of a man and a young child sitting in a black toy car on a paved surface. The man, wearing a black cap, a blue puffer vest over a dark long-sleeved shirt, and blue jeans, is kneeling next to the car. The child, wearing a black helmet and a blue jacket, is sitting in the driver's seat. The car has orange seats and a Texas state flag decal on the front. In the background, there is a white car and a colorful display stand.

# Departmental Updates

Parks Board: February 2024



# Rec Special Events

Item A.



## Event Recaps:

Community Valentine Dance: Mardi Gras Theme - February 3, 2024

*85 event attendees*



## February Events:

Russell Farm Date Night Experience - February 16, 2024







# Rec Programs

Item A.



## Athletic News:

### Upcoming Athletics:

Currently in registration for Spring Softball, Basketball, Volleyball, and Flag Football (Mens/Co-ed)

### Upcoming Athletics Highlights:

- 1) Doubles Pickleball Tournament - March 2
- 2) Community Soccer Clinic for individuals with special needs (BISD Special Olympics) - March 30



## Program News:

### January Programming Recap:

Gymnastics and Cheer (26), Women's self defense (4); Sporties for Shorties (5); Homeschool PE (20); Open Play Pickleball (40)

### Preschool Program Highlight:

BTX Off Road Rally (28 registered racers); Expanded age group by adding 5-7 age bracket.



## Additional News:

### Meet our Summer Camp Director:

**Harlee Smith, Current Special Education Major (TWU)**

Bio: Harlee currently serves as the assistant director for Clinkscale Elementary's after school program. She is also an active BISD substitute for grade levels Pre-K and 8th grade. She served as a Lead Camp Counselor for the BRiCK Summer Camp last season (2023) and is excited to return!





Item A.



2nd Annual BTX Off Road Rally



# Russell Farm Art Center



## Event and Program Updates:

- Upcoming events
- February 16 (Date Night Experience) - *FULL*
- Upcoming programming
- Family: February 24 - Masterclass Art Classes by Tilt Vision Art (New program addition)
- Youth: Spring Homeschool enrichment classes; Registration is now open; Classes will begin Spring 2024  
*Includes: Art, Farm School, Spanish, and Woodshop*





# Marketing and Community Engagement

Quick Stats as of 2/6:

Facebook Followers:

17477

(72 follower increase)

Instagram Followers:

1598

(11 follower increase)

Constant Contact Subscribers:

5,118

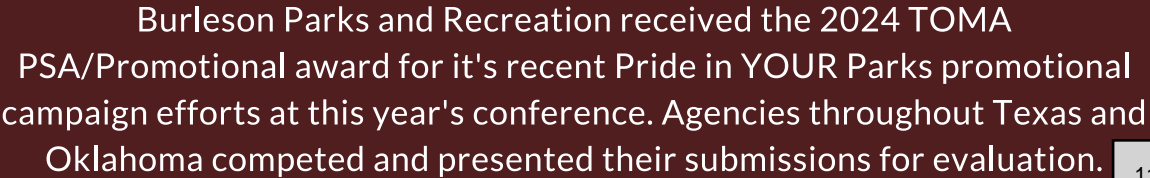
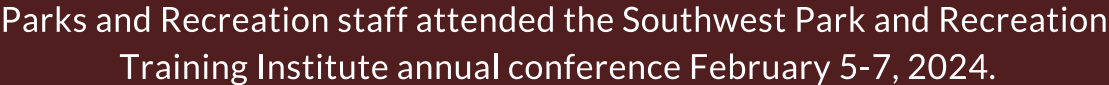


Bailey Lake Park

Facebook Highlight: Bailey Lake and Chisenhall Parking Expansion

Reach - 23,178; Reactions - 576; Comments - 100







# BRiCk - Projects

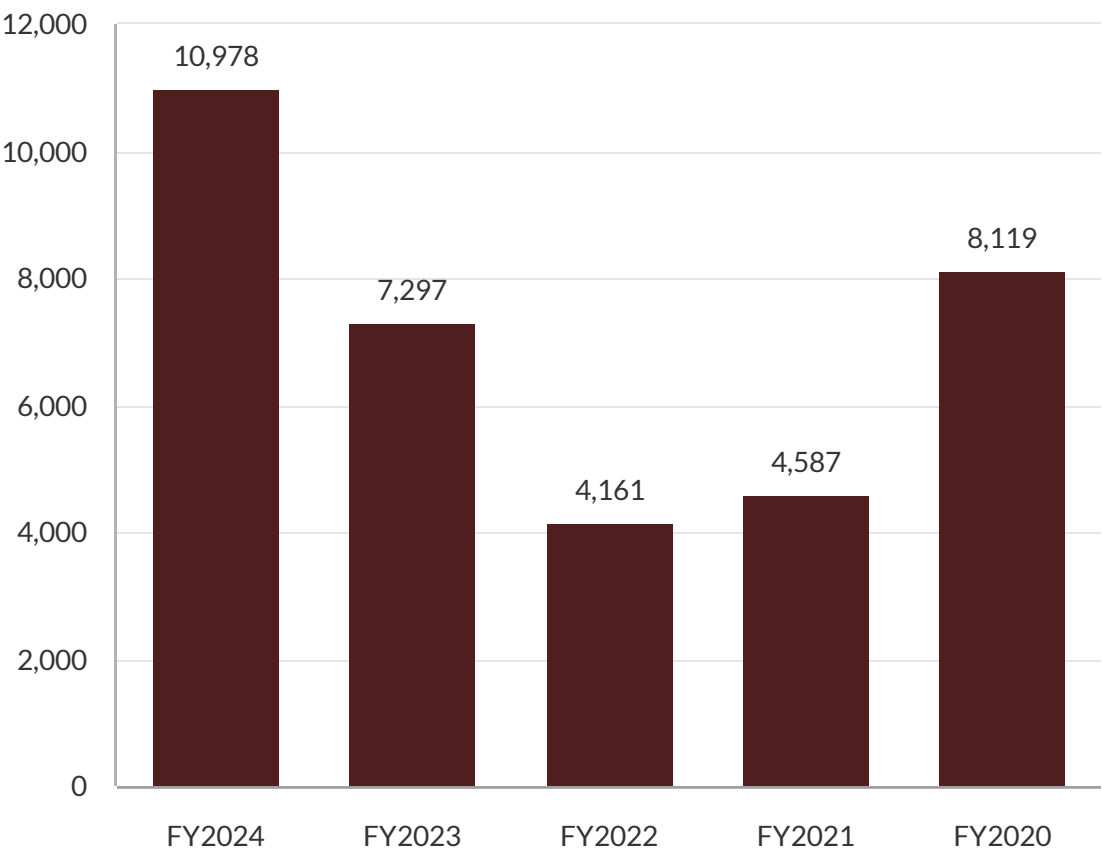


1. Construction Manager at Risk: C1S Group
  - Lobby Remodel
  - Desert Aire Replacement
  - HVAC Replacement
  - Indoor Pool Replaster
  - Indoor Pool Sand Filter Replacement
2. New Gym Floor Covering: Received 2/5/24
3. Replace lockers in women's locker room
  - Requesting PO for Built by Grid

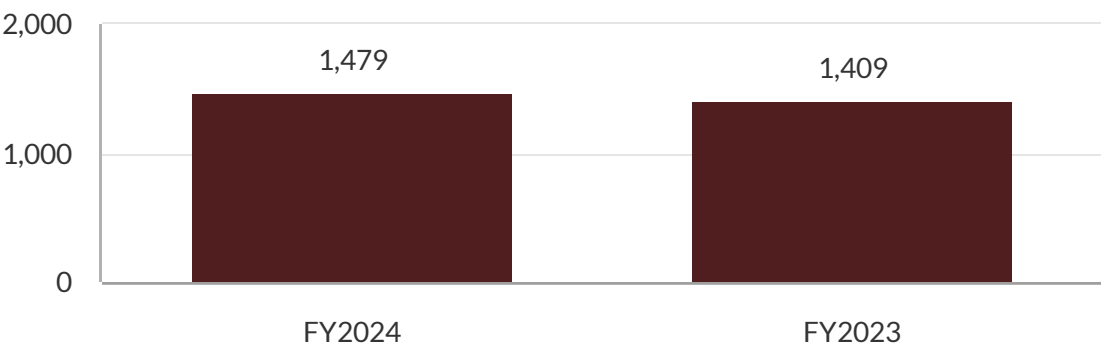


# BRiCK- Memberships and Programs

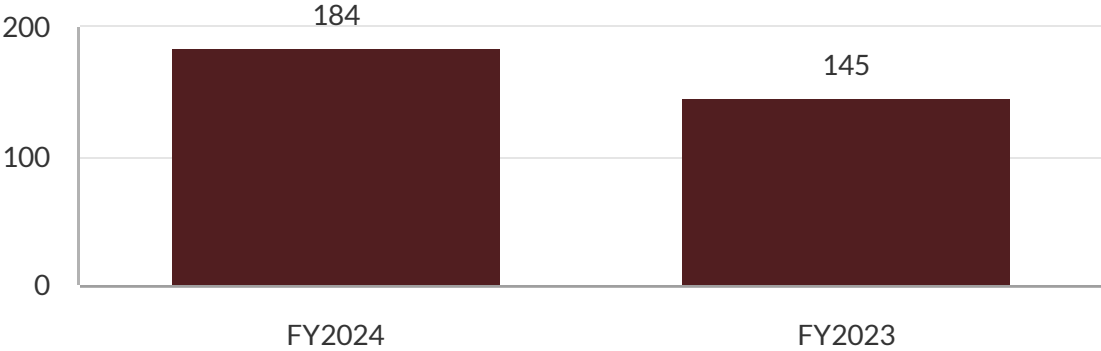
January Memberships



January - Fitness



January - Programs (includes Russell Farm Art Center)

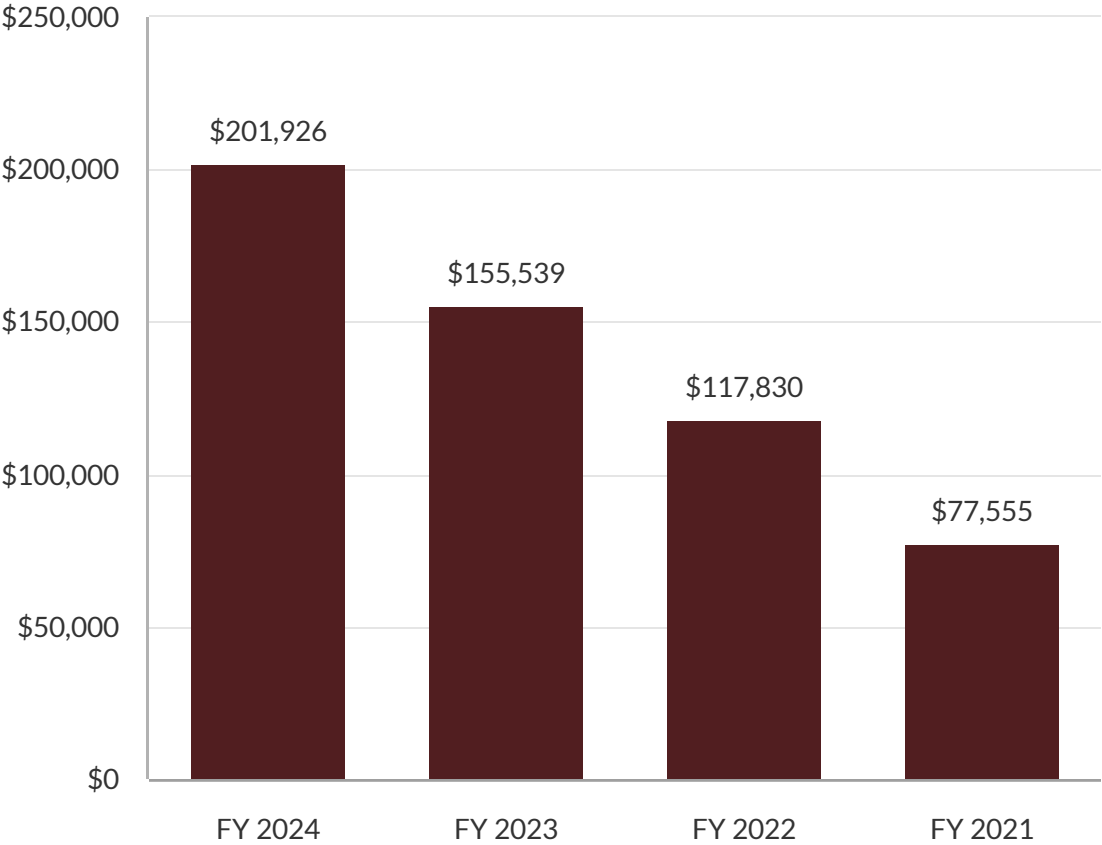


Membership numbers from June 2023 onward now include all individual members of a family membership.

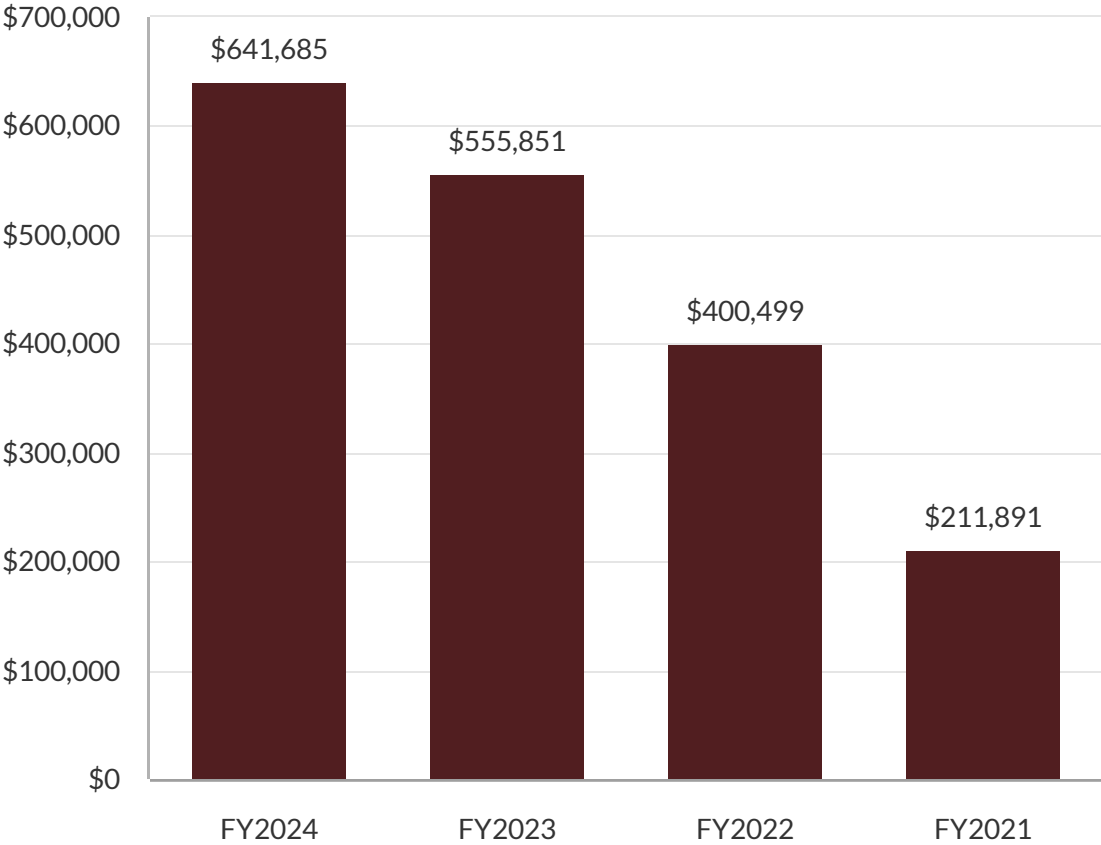
FY 2019-2021 had limited data due to software conversion and accurate reporting data available.

# BRiCk-Revenue

January



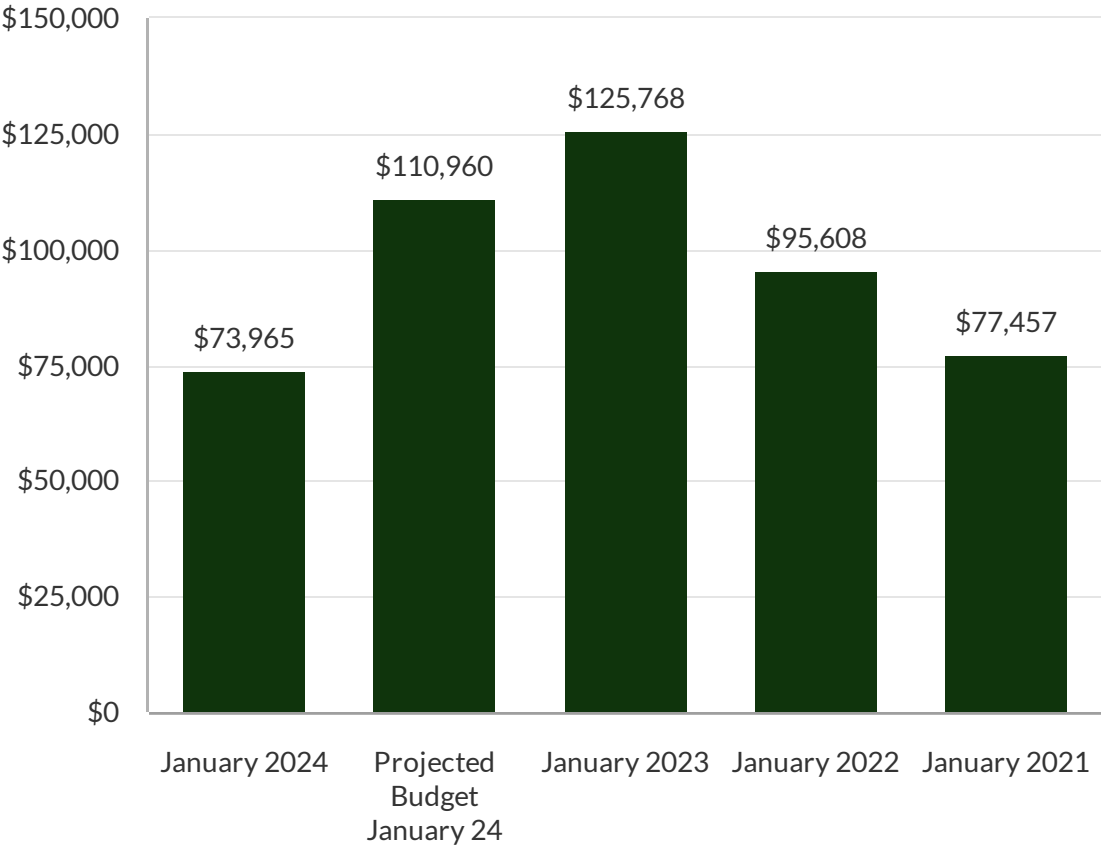
Year to Date (Accruals not included for current FY)



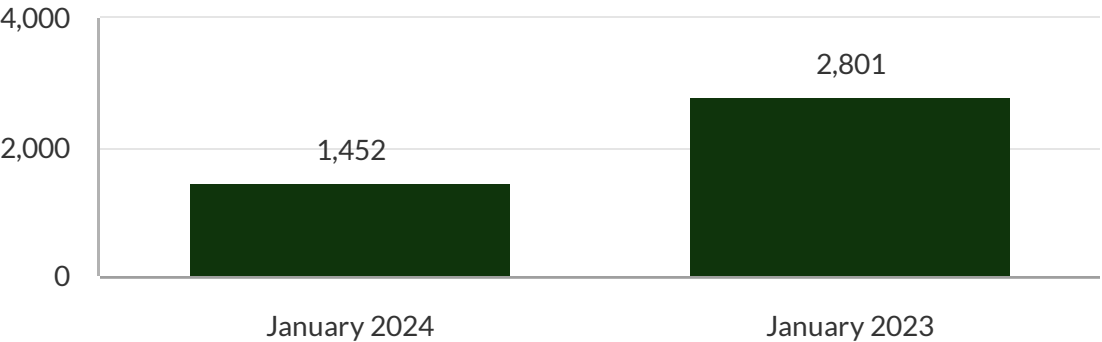
# Golf- January Comparisons

Item A.

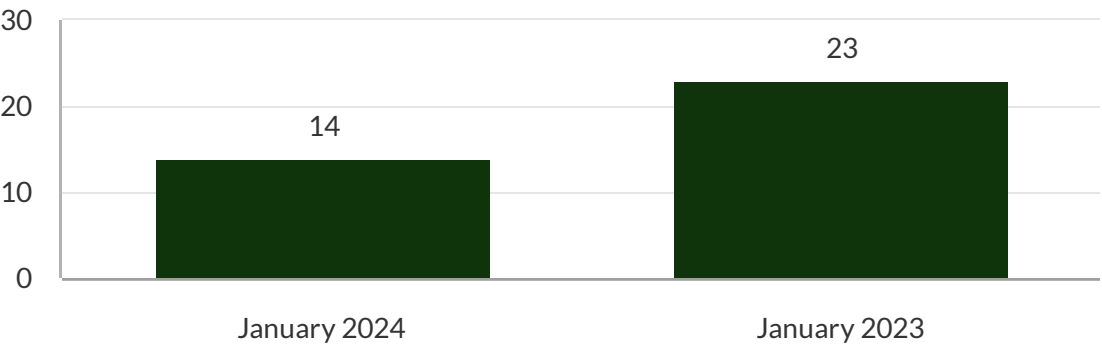
January Revenue



Rounds Played in January



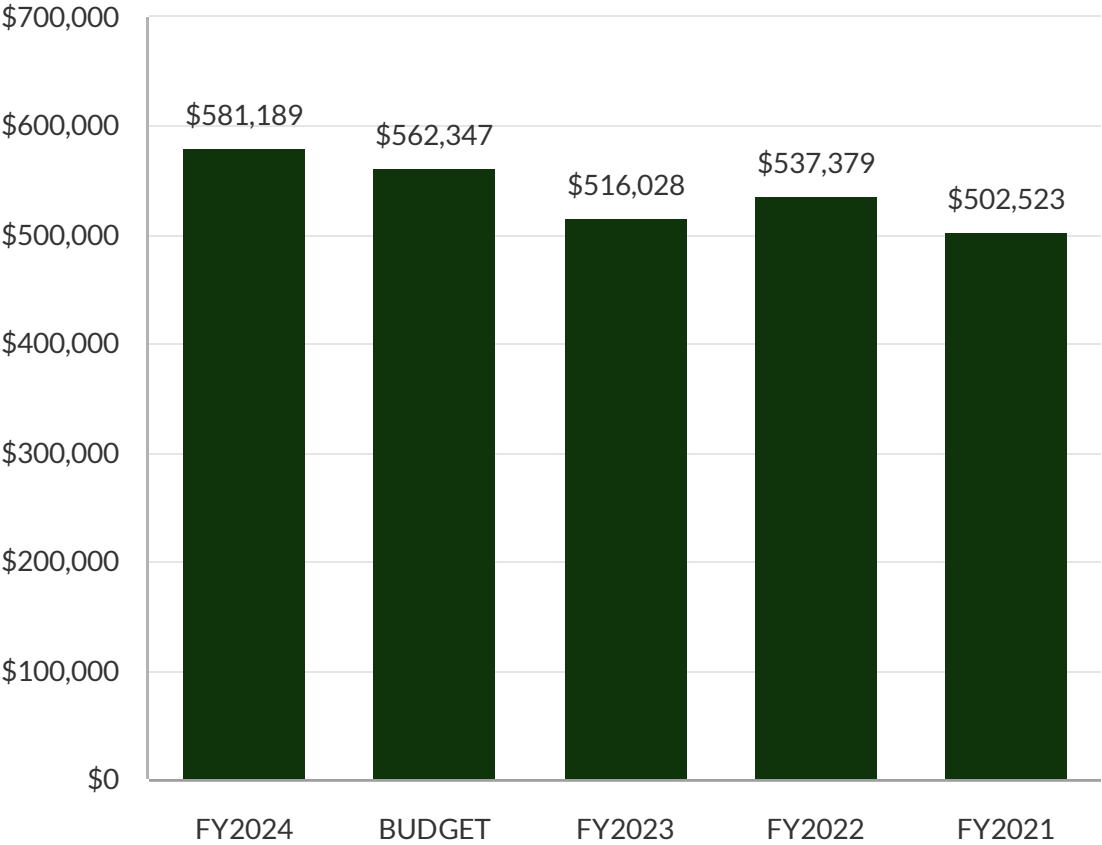
Playable Days



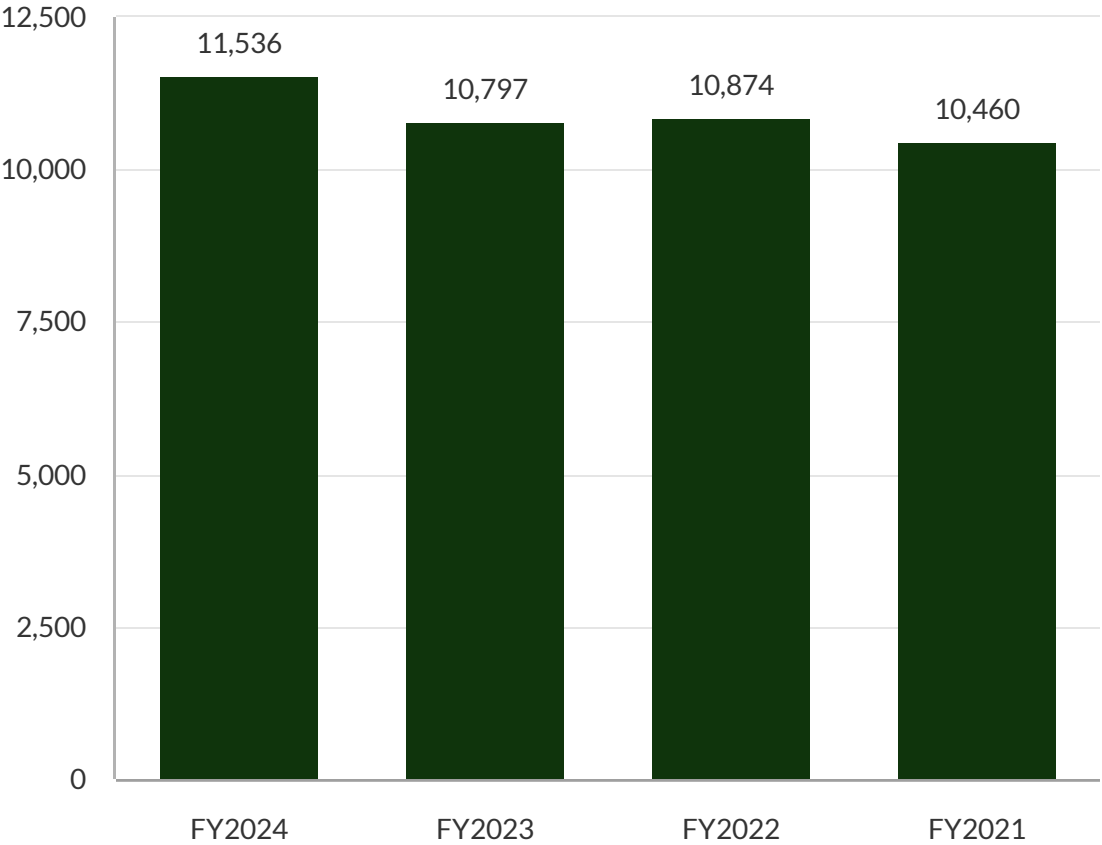


# Golf- Year to Date

Revenue YTD October -January

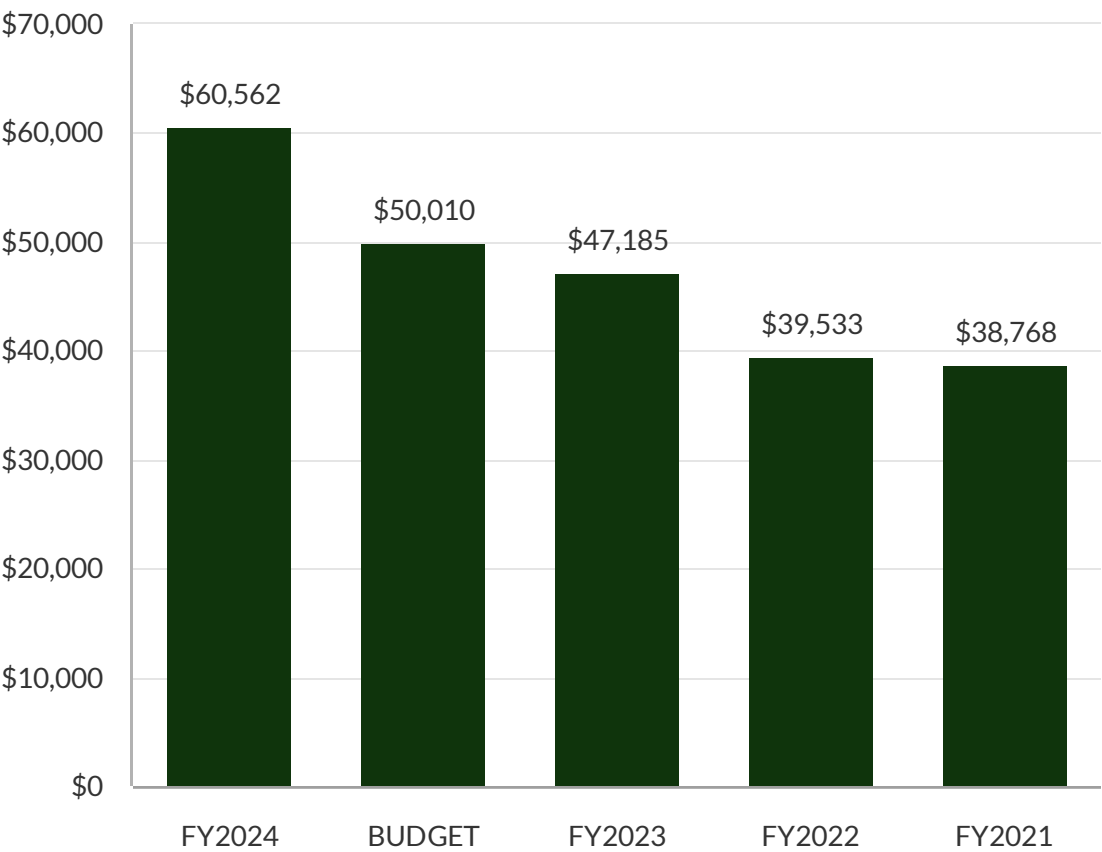


Rounds Played YTD October- January

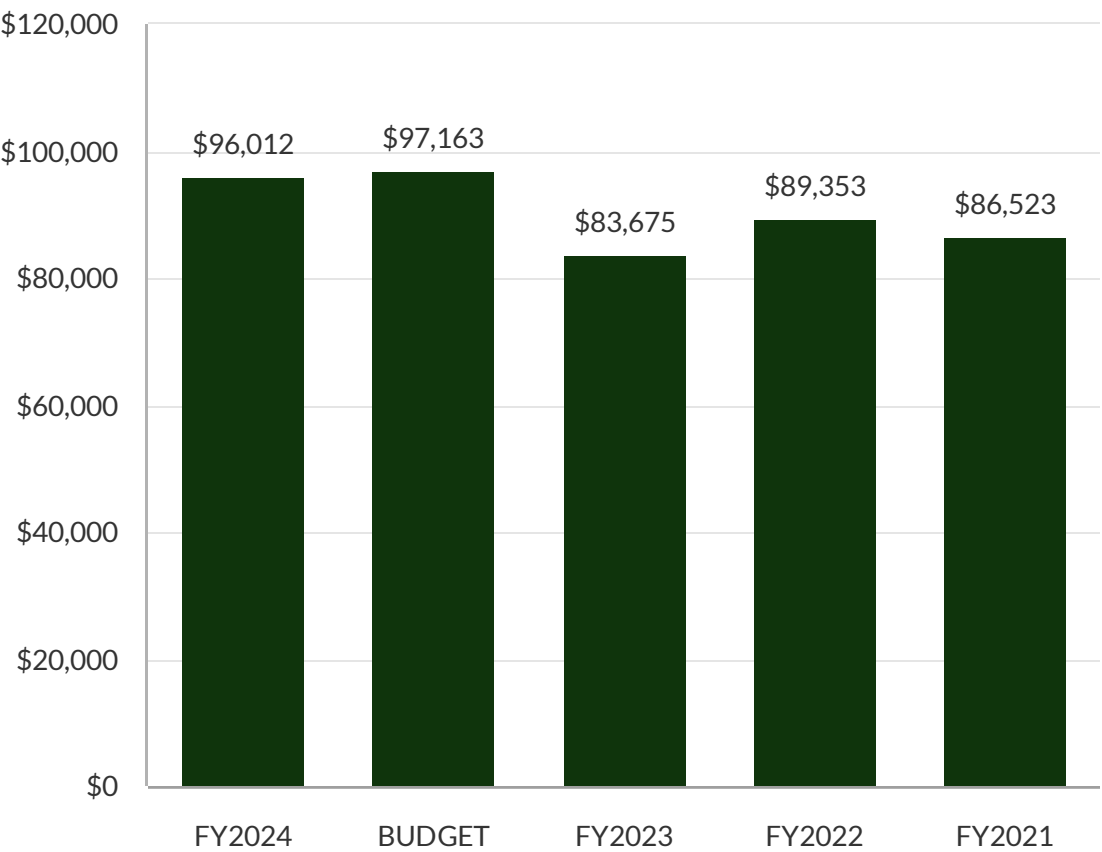


# Golf- Pro Shop and FB Revenue Year to Date

Pro Shop Revenue YTD October - January



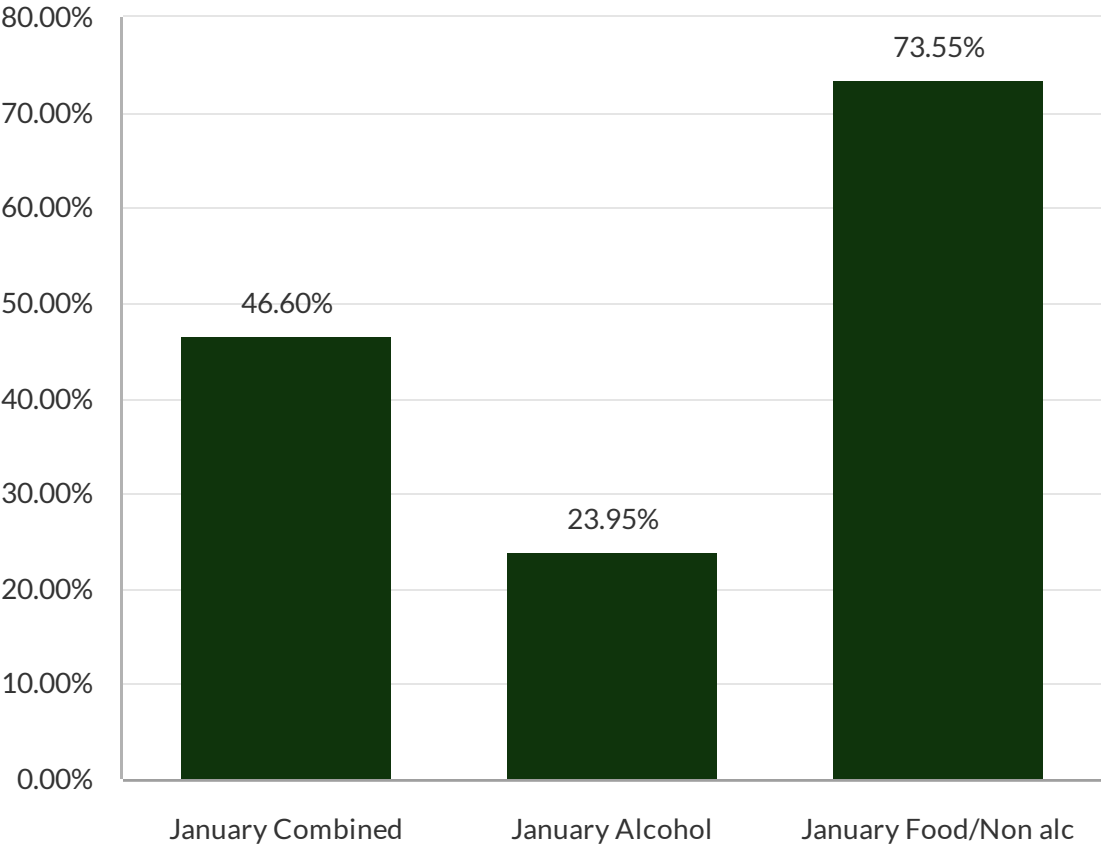
Food and Beverage Revenue YTD October- January



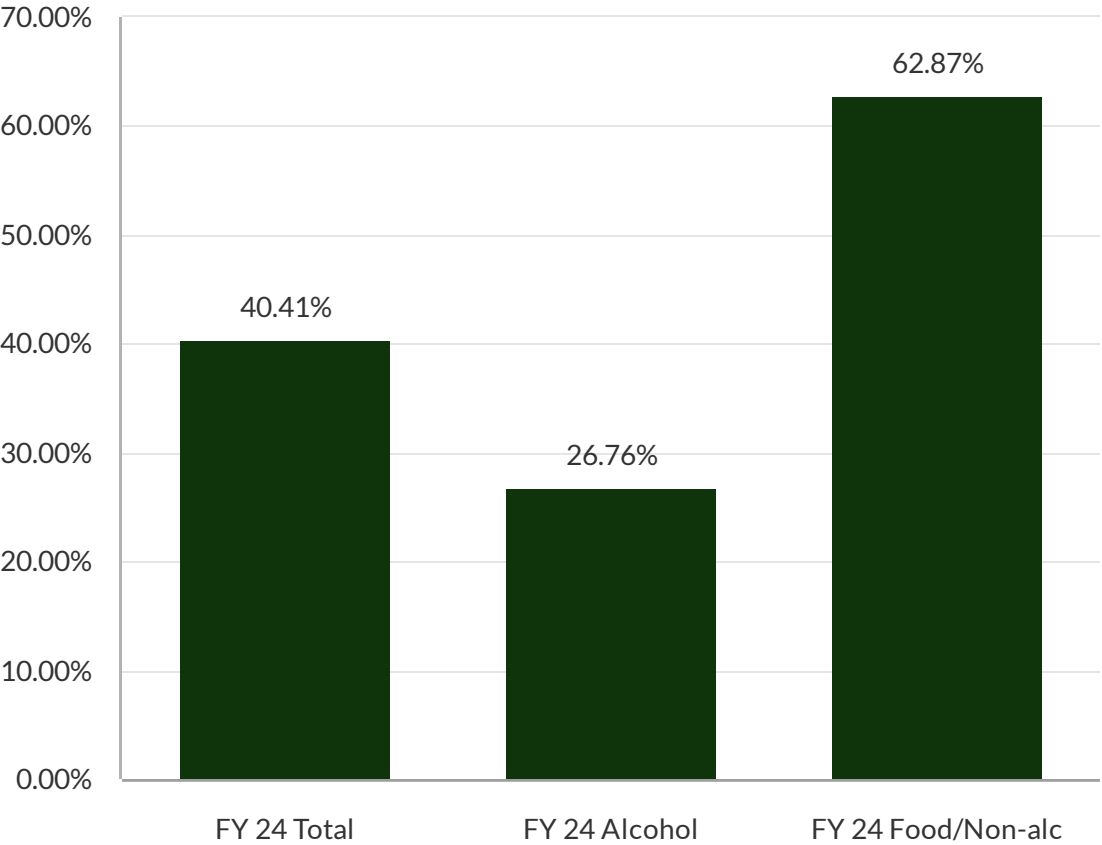
# Golf- Food and Beverage Cost of Sales Percentages

Item A.

Food and Beverage Cost of Sales % by Department

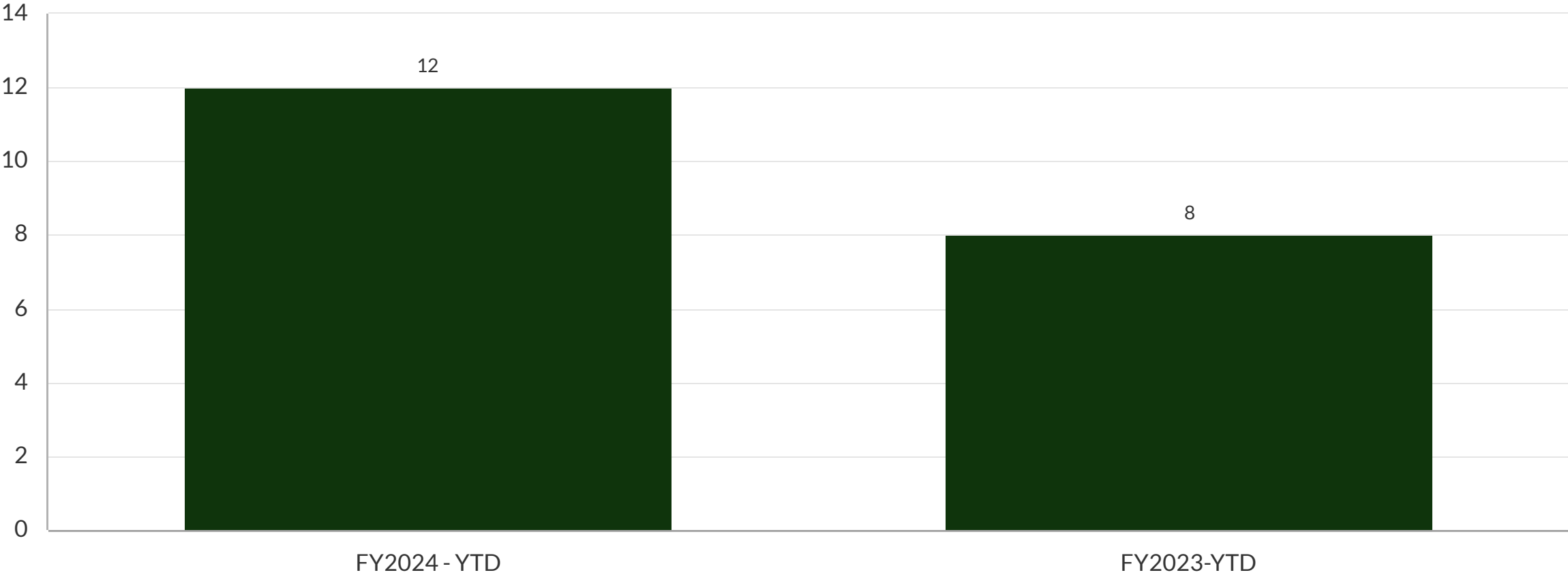


Food and Beverage Cost of Sales % Combined YTD





Tournaments YTD

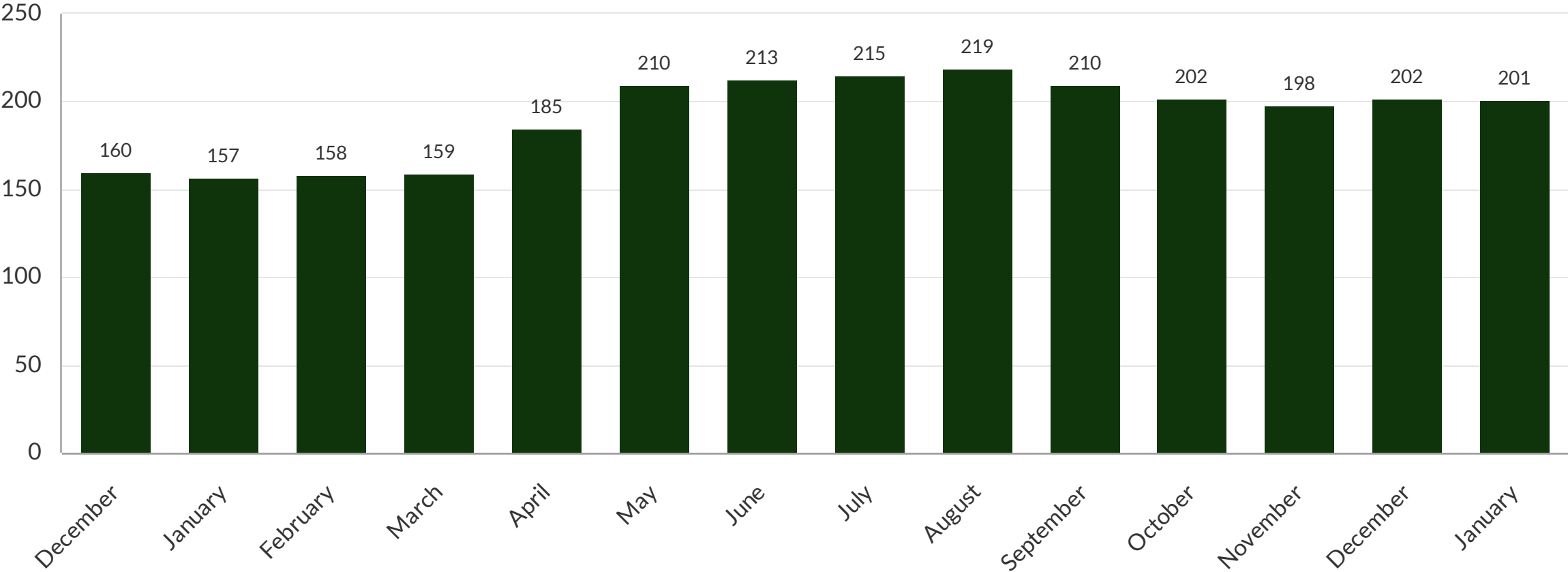


# Golf-Memberships

201 Current Members

Item A.

Players Club



# Parks - Capital Project Updates

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- Bailey Lake and Chisenhall Parking Lot Expansions: punch list and final acceptance underway
- Park Monument Signs: prioritizing next phase for this fiscal year - estimated up to 7 signs
- Village Creek Trail: revised 90% plans underway. Environmental evaluation for TXDOT in process, estimated to begin construction Spring 2025
- Scott St Trailhead: Design contract to be reviewed/approved by Parks Board (Feb. 15) and City Council (Feb. 20)
- Cedar Ridge Park: Playground concept selected by community vote; To be reviewed/approved by Parks Board (Feb. 15) and City Council (Feb. 20)





# Parks - Capital Project Updates

---

Item A.

- Meadowcrest Park: Playground concept selected by community vote; To be reviewed/approved by Parks Board (Feb. 15) and City Council (Feb. 20)
- Bailey Lake Dredging: Awarded Feb 5
- Chisenhall Synthetic Turf Phase 2: Construction contract award scheduled for Parks Board recommendation February 15, Council March 4
- Oak Valley South Trail: Awarded in January, finalizing notice to proceed
- Oak Valley North Restroom: Awarded in January, in production
- Bark Park: Open

# Parks by the Numbers - January 2024

Item A.



## PLAYGROUND SAFETY

# 32

INSPECTIONS PERFORMED

MINOR REPAIRS: 0

## LITTER ABATEMENT: Parks, Athletic Fields, and ROWs



# 14,875

## Pounds of Litter Removed

Does not include contract litter numbers



## IRRIGATION SERVICES

# 0

Irrigation Systems Inspected

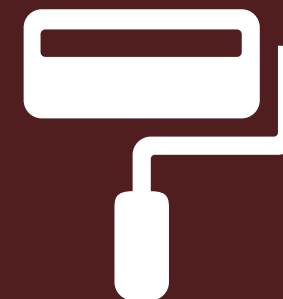
# 5

Irrigation repairs made

## INTEGRATED PEST MANAGEMENT

- No pest control treatments
- No pre-emergent weed applications
- 0 post-emergent weed applications

## GRAFFITI ABATEMENT



2 graffiti incidents:  
100% abated within 24  
hours of reporting



# Parks by the Numbers - January

Item A.



## Plaza Oak Tree

- Dead tree removed and new tree planted

## Acres Mowed in Parks and ROWs



**39 Acres**



## Winter Work Updates

- ☆ Staff attended Southwest Parks and Rec Institute and came back with some metal
- ☆ Repaired pour in place rubber at Centennial
- ☆ Added baseboards and painted all restrooms
- ☆ Added two benches, dog waste station and trash can to Hidden Vistas Park



## Trail Repairs

5 panels identified for replacement, finalizing quotes and will replace within the month



# Feedback?