

Thursday, July 11, 2024
6:00 PM

City Hall Council Chambers 141
W Renfro
Burleson, TX 76028

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 the approval of the minutes from the February 15, 2024 meeting. *(Staff Contact: Bailey Campbell, Senior Administrative Specialist)*

B. Consider the approval of the minutes from the June 13, 2024 meeting. *(Staff Contact: Bailey Campbell, Senior Administrative Specialist)*

C. Consider recommending approval of a contract with Kimley-Horn for the design of Green Ribbon improvements along Northwest Wilshire Blvd in the amount of \$90,000. *(Staff Contact: Jen Basham, Director of Parks and Recreation)*

4. **REPORTS AND PRESENTATIONS**

A. Receive a report, hold a discussion and provide staff feedback regarding the 2025-2029 Capital Improvement Plan *(Staff Contact: Jen Basham, Director of Parks and Recreation)*

B. Receive the June 2024 Department Update Presentation *(Staff Contact: Jen Basham, Director of Parks and Recreation)*

C. July 2024 Program Calendar

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

6. **ADJOURN**

(Staff Contact)

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 3rd of July 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

The Burleson City Hall is wheelchair accessible. The entry ramp is located in the front of the building, accessible from Warren St. Accessible parking spaces are also available in the Warren St. parking lot. 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.

Park Board

DEPARTMENT: Parks and Recreation

FROM: Jen Basham, Director

MEETING: July 11, 2024

SUBJECT:

Consider approval of the minutes from the February 15, 2024, meeting. *(Staff Contact: Bailey Campbell, Senior Administrative Specialist)*

SUMMARY:

RECOMMENDATION:

Approve
Approve with changes

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

REFERENCE:

FISCAL IMPACT:

STAFF CONTACT:

Jen Basham
Director
Jbasham@burlesontx.com
817-426-9201

BURLESON PARKS ADVISORY BOARD
February 15, 2024
MINUTES
DRAFT

Call to Order – 6:00 PM

Roll Call

Board Members Present

Christian Schott
Michael Massey
Tyler Knox
Sherry Scott
Nathan Nakamura
Matthew Quinn
Lindsey Cobb (6:04)
Ashli Logan (6:11)

Board Members Absent

Shannan Sutter

Staff in Attendance:

Jen Basham, Director
Allison Smith, Recreation Manager
Jessica Martinez, Recreation Manager
Daniel Shafer, Parks Superintendent
Kerry Montgomery, Senior Administrative Secretary
Jay Davis, Burleson Police Department
Collin Gregory, Burleson Police Department

Guests

None

1. Call to order: 6:00 PM

2. General

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

Christian Schott made a motion to accept the minutes as presented. Sherry Scott seconded the motion. The motion passed 6-0, with two members arriving after the vote and one absent.

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

Staff provided updates on parks safety using security walkthroughs with the Burleson Police Department staff regarding recommendations of security camera locations in parks. A discussion followed.

Ashli Logan made a motion to approve. Tyler Knox seconded the motion. The motion passed 8-0, with Shannan Sutter being absent.

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)

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. A discussion followed.

Ashli Logan made a motion to recommend approval. Tyler Knox seconded the motion. The motion passed 8-1, with Shannan Sutter being absent.

D. 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)

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. A discussion followed.

Michael Massey made a motion to recommend approval. Ashli Logan seconded the motion. The motion passed 8-1, with Shannan Sutter being absent.

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)

Staff provided details regarding conversion of 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. A discussion followed.

Ashli Logan made a motion to recommend approval. Michael Massey seconded the motion. The motion passed 8-1, with Shannan Sutter being absent.

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)

Staff provided details regarding replacement of existing playground equipment with synthetic turf surfacing for accessibility at Meadowcrest Park. A lengthy discussion followed with the board collectively asking staff to return with a concept with more special needs inclusive features.

Sherry Scott made a motion to table the agenda item. Lindsey Cobb seconded the motion to table. The motion passed 8-0 with Shannan Sutter being absent.

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)

Since these courts are included in the same design as Item F, it was tabled, as well.

4. Reports and Presentation

A. Receive the November 2023 Monthly Report

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

5. Board requests for future agenda items and reports.

Consider reaching out to more organizations for surveys for special needs parks features, and weighing votes from those groups heavier. Research best practices in other cities in regards to policy regarding special needs features. In future budget, include the cost of special features.

Adjourn:

There being no further business, Chairperson, Matthew Quinn adjourned the meeting.
Time – 8:31 PM

Kerry Montgomery, Senior Administrative Secretary

Park Board

DEPARTMENT: Parks and Recreation

FROM: Jen Basham, Director

MEETING: July 11, 2024

SUBJECT:

Consider approval of the minutes from the June 13, 2024, meeting. (*Staff Contact: Bailey Campbell, Senior Administrative Specialist*)

SUMMARY:

RECOMMENDATION:

Approve
Approve with changes

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

REFERENCE:

FISCAL IMPACT:

STAFF CONTACT:

Jen Basham
Director
Jbasham@burlesontx.com
817-426-9201

BURLESON PARKS ADVISORY BOARD
June 13, 2024
MINUTES
DRAFT

Call to Order – 6:00 P.M.

Roll Call

Board Members Present

Shannan Sutter
Michael Massey
Sherry Scott
Tyler Knox
Ashli Logan
Christian Schott

Board Members Absent

Nathan Nakamura
Lindsey Cobb
Matthew Quinn

Staff Present

Jen Basham, Director
Daniel Shafer, Parks Superintendent
Jessica Martinez, Recreation Manager / Interim Deputy Director of Parks
Allison Smith, Recreation Manager, BRiCk Operations
Bailey Campbell, Senior Administrative Specialist/Recording Secretary)

Guests

Consultant names & company name

1. Call to Order: 6:00 PM

2. Citizen Appearances

None

3. General

A. Consider approval of the minutes from the February 8, 2024 Park Board meeting.

Ashli Logan made a motion to deny the agenda item and Michael Massey seconded the motion.

Motion passed 6-0. Absent Lindsey Cobb, Matthew Quinn, Nathan Nakamura

4. Reports and Presentations

A. Receive a report, hold a discussion, and provide staff feedback regarding the seven principles of inclusive design. (*Staff Presenter: Jen Basham, Director of Parks and Recreation*)

Jen Basham introduced the Parks and Recreation park design team members Jessica Martinez, Allison Smith, Mary Ann Spaun, Daniel Shafer, London Pulfer, CV Black, Hannah Pazos and then turned the meeting over to consultants Bruce Thompson and Hunter Barron with GameTime & PlayCore who gave a presentation on the seven principles of inclusive playground/park design.

The Seven Principles:

1. Be Fair: accessible routes & safety surfaces, inclusive music
2. Be included: dramatic play elements, opportunities for experiences & receptive language
3. Be Smart: looping patterns, jump-in points, defined activity settings
4. Be Independent: ramp access to meaningful play activities, slides, sensory features, adaptive switch technology, nature integration, motion movement features
5. Be Safe: meet safety standards, cozy spots, seating & areas for adult supervision, shade areas
6. Be Active: address develop mentally appropriate graduated levels of challenge, adaptive climber, accessible upper body events, cooperative play
7. Be Comfortable: design as a destination point, half activity/balcony panels, shade, increase usability and comfort.

A discussion followed.

Citizen Bill Janusch stepped forward with specific questions for the consultant Bruce Thompson and Hunter Barron, exchanging contact information.

It was concluded that design of our parks should consider the Seven Principles of Inclusive Design, and the community should be educated on providing design feedback regarding these principles.

B. Receive a report, hold a discussion, and provide staff feedback regarding the public engagement process for parks and recreation. (*Staff Presenter: Jen Basham, Director of Parks and Recreation*)

Jen Basham gave a report of the current public engagement policy for park design authorized by Council on June 21, 2021. The process includes seven steps taken to create a project and gather feedback from the community on the various design elements. Staff requested feedback from board members. A discussion followed.

It was concluded that the process is fine. We should consider incorporating the seven principles of inclusive park design and including relevant language in the scope for playground bids. Additionally, we should improve the clarity of our surveys and published content to ensure that the community has a better understanding of the principles and the inclusivity that we provide.

C. Receive the February-May 2024 Department Update Presentation.

Staff reviewed departmental programs, events and revenues for months February-May 2024. A discussion followed.

D. Parks and Recreation Programming Calendar.

A copy will be forwarded to the board. A copy was also included in the PowerPoint presentation in the agenda packet that was published on the website.

5. General

A. Consider recommending approval for the design of Meadowcrest Park. (Staff Contact: Daniel Shafer, Parks Superintendent)

Daniel Shafer presented two design options for Meadowcrest Park.

- Option 1 – reduction of 3 Pickleball courts to 2 with lighting, reallocate savings to additional shade and inclusive features, reallocated budget \$65,180.77. Budget \$400,000 (\$398,894.77). Inclusive Features incorporate all the seven principles of inclusive park design elements.
- Option 2 – eliminate Pickle ball courts, create fully accessible playground in addition to ground inclusive features. Budget \$400,000 (\$365,084.73), with option 2, staff will seek feedback from the board on additional park improvements for the remaining budget A discussion followed.

Tyler Knox made a motion to recommend approval of Option 1 as presented and Shannon Sutter seconded the motion.

Motion passed 6 – 0. Absent Lindsey Cobb, Matthew Quinn, Nathan Nakamura

6. Requests and Future Agenda Items and Reports

None

7. Adjourn.

Vice Chairperson Sherry Scott adjourned the meeting.
Time – 8:25 p.m.

Bailey Campbell, Recording Secretary

Park Board

DEPARTMENT: Parks and Recreation

FROM: Jen Basham, Director of Parks and Recreation

MEETING: July 11, 2024

SUBJECT:

Consider recommending approval of a contract with Kimley-Horn for the design of Green Ribbon improvements along Northwest Wilshire Blvd in the amount of \$90,000. *(Staff Contact: Jen Basham, Director of Parks and Recreation)*

SUMMARY:

The City of Burleson applied to TxDot for landscape improvements along Northwest John Jones in March of 2024. In May of 2024 the City received notification that they were awarded the grant. This project will create \$400,000 of improvement along the existing landscape median between Southwest Wilshire Blvd and South Town Drive. Improvements include landscape, hardscape, and irrigation. Plantings will consist of Texas native and adaptive shrubs and ornamental grasses. Hardscape improvements will include decomposed granite and river rock mulch, as well as 18" concrete mow strips along the back of curb for maintenance and safety.

The grant requires the municipality to be responsible for the design and construction administration portion of the project.

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

N/A

RECOMMENDATION:

Staff recommends awarding the contract with Kimley Horn as presented

REFERENCE:

N/A

FISCAL IMPACT:

\$90,000

GREEN RIBBON CONTRACT

PARK BOARD-JULY 11,2024

STAFF CONTACT: JEN BASHAM, DIRECTOR OF PARKS AND RECREATION

PRESENTATION POINTS

1. BACKGROUND
2. SCOPE
3. BUDGET
4. TIMELINE
5. DIRECTION



Item C.

What is Green Ribbon?

The Green Ribbon program is a TxDot grant created to improve the visual character of our corridors and minimize the negative impacts of air pollution through the planting of trees and shrubs.



SCOPE

The area of focus for this project is located at Northwest John Jones at the from Wilshire to S Towne Crossing.

Once completed the City will be responsible for maintaining the landscape bed.



Location Map

Burleson Green Ribbon - NW John Jones Dr
FY2024 Application



Compact Texas Ranger



Color Guard Nucca



Gulf Coast Muhly



Mexican Feather Grass



Orange Rocket Barberry



Lemon Lime Hydrangea



Compact Texas Ranger



Color Guard Nucca



Gulf Coast Muhly



Mexican Feather Grass



Kaleidoscope Abelia



Red Yucca



Native Landscape Design



Native Landscape Design



Ornamental Grasses



Lavender



Meandering Ground Pattern



Black Decomposed Granite



River Rock



Decomposed Granite

Plant Material

ALL PLANT MATERIAL
SELECTED IS NATIVE AND
DROUGHT TOLERANT

BUDGET

Green Ribbon requires design and construction administration to be completed by the municipality and the cost of construction will be funded through the grant.

Design contract with Kimley-Horn-
\$90,000

Grant Award-\$400,000

This project will be state let



Green Ribbon Project - Burleson NW John Jones Beautification Improvements		Finish													2025										Item C.
Description			J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	
Project Set-Up Phase																									
Execute TXDOT Amended Funding Agreement																									
TXDOT: Award Letter to Burleson	4/24/2024																								
TXDOT: Funding Agreement to Burleson	5/30/2024																								
Burleson Council Approval of TXDOT Funding Agreement and Kimley-Horn Contract	7/22/2024																								
Design and Bid Phase																									
City of Burleson: Contract to Kimley-Horn	7/31/2024																								
City of Burleson: Design Contract Execution	8/1/2024																								
Kimley-Horn: 60% Design Plans and Environmental Documents	11/4/2024																								
TXDOT Review 60% Plans (approx. 1 month review)	12/9/2024																								
Kimley-Horn: 90% Design Plans and Specification Development	1/3/2025																								
TXDOT Review 90% Plans (approx. 1 month review)	2/7/2025																								
Kimley-Horn: 95% Design Plans and Specification Development	3/10/2025																								
TXDOT Review 95% Plans	4/7/2025																								
Final Construction Document Submittal	4/21/2025																								
Environmental Clearance	4/21/2025																								
District Approval (4 month timeframe) - Letting Date	5/19/2025																								
Burleson Council Award of Construction Contract	6/2/2025																								
Construction Phase																									
Mobilization	6/23/2025																								
Fine Grade and Prepare Landscaped Areas	7/25/2025																								
Irrigation Installation	8/25/2025																								
Landscaping and Amenities Installation	9/20/2025																								
Project Punchlist	10/15/2025																								

TIMELINE

DIRECTION

Staff recommends recommending awarding the design contract with Kimley Horn in the amount of \$90,000 for the 2024 Green Ribbon Grant

Park Board

DEPARTMENT: Parks and Recreation

FROM: Jen Basham, Director of Parks and Recreation

MEETING: July 11, 2024

SUBJECT:

Receive a report, hold a discussion and provide staff feedback regarding the 2025-2029 Capital Improvement Plan (Staff Contact: Jen Basham, Director of Parks and Recreation)

SUMMARY:

The 2025-2029 Capital Improvement Plan has been realigned to include additional baseline measures for playground replacements, the escalation of artificial turf at Chisenhall to complete the remaining 7 fields, pushing village creek trail out until the widening of 174 has been completed, and additional capital improvements at the golf course.

Project	FY 25	FY 26	FY 27	FY 28	FY 29	Total
Parks						
Park Refurbishments						
Bailey Lake			\$475,000			\$475,000
Bartlett				\$400,000		\$400,000
Centennial	\$500,000					\$500,000
Chisenhall					\$320,000	\$320,000
Heberle				\$320,000		\$320,000
Mistletoe Hill			\$585,000			\$585,000
Warren					\$1,500,000	\$1,500,000
Bathroom Additions to existing parks		\$150,000		\$154,500		\$304,500
Sport Fields						
Chisenhall Field Turf	\$2,100,000					\$2,100,000
Hidden Creek Softball Relocation			\$2,060,000			\$2,060,000
Trails, Parking and Infrastructure						
Bailey Lake Low Water Crossing					\$239,800	\$239,800
Village Creek Trail	\$3,195,225					\$3,195,225
Signage						
Park Monument Signs	\$65,000	\$65,000				\$130,000
New Construction						
Shannon Creek Park	\$1,881,675					\$1,881,675
Community Park		\$515,000			\$11,000,000	\$11,515,000
BRICK						
Replace roof			\$1,060,000			\$1,060,000
Addition of Dry Sauna		\$402,800				\$402,800
Replacement of entry monument sign			\$37,100			\$37,100
Golf						
Additional well		\$175,000				\$175,000
Facility relocation based on Hidden Creek Corridor Project					\$4,972,500	\$4,972,500
Driving range improvements				\$375,000		\$375,000
Fenceline along 35		\$225,000				\$225,000
Greens resurface (all 18) (remove and replace top 6' of material)			\$397,500			\$397,500
Pond Renovation bentonite/fountains (4,5,15)			\$90,176			\$90,176

Park Total	\$7,741,899.80	\$730,000.00	\$3,120,000.00	\$874,500.00	\$13,059,800.00	\$64,007,400
BRiCK Total		\$402,800.00	\$1,097,100.00			\$8,451,400
Golf Total		\$400,000.00	\$487,676.00	\$375,000.00	\$4,972,500.00	\$12,557,102
Contingency 5%	\$387,094.99	\$76,640.00	\$235,238.80	\$62,475.00	\$901,615.00	\$4,255,795
Total	\$8,128,994.79	\$1,609,440.00	\$4,940,014.80	\$1,311,975.00	\$18,933,915.00	\$89,371,697

OPTIONS:

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

RECOMMENDATION:

Staff recommends approving as presented

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

Staff presented the updated CIP as part of the 4B forecast to City Council on May 28, Council unanimously supported the plan

FISCAL IMPACT:**STAFF CONTACT:**

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

PARKS AND RECREATION 2025-2029 Capital Improvement Plan

*Staff Presenter: Jen Basham,
Director of Parks and Recreation
Park Board July 11, 2024*

History

The Parks and Recreation Capital Improvement Plan encompasses a blend of maintenance, refurbishment and new construction projects. These projects are prioritized from a combination of the 2019 master plan, community request, and identification of failing systems.

Since the inception of the CIP in 2019 the department has completed over 38 projects including the replacement of six playgrounds, construction of a splash pad, dog park, annex maintenance facility, expansion of three parking lots, addition of trails and sidewalks, golf course upgrades, and numerous repairs to existing components of the system to make them more inclusive for the community



Council Approved Amended CIP for FY24-28

Approved April 15, 2024

Signature _____

Date _____

Parks and Recreation Five-Year CIP Plan

Item A.

Project	FY 24	FY 25	FY 26	FY 27	FY 28	Total
Parks						
Park Refurbishments						
Bailey Lake	\$100,000.00			\$450,000.00		\$550,000.00
Bartlett					\$300,000.00	\$300,000.00
Cedar Ridge	\$280,000.00					\$280,000.00
Centennial		\$420,000.00				\$420,000.00
Heberle					\$310,000.00	\$310,000.00
Meadowcrest	\$400,000.00					\$400,000.00
Mistletoe Hill				\$585,000.00		\$585,000.00
Bathroom Additions to existing parks	\$150,000.00		\$150,000.00		\$ 150,000.00	\$450,000.00
Sport Fields						
Chisenhall Field Turf	\$2,125,000.00		\$525,000.00		\$525,000.00	\$3,175,000.00
Hidden Creek Softball Relocation			\$2,000,000.00			\$2,000,000.00
Trails, Parking and Infrastructure						
Oak Valley South Connector Trail	\$150,000.00					\$150,000.00
Oak Valley Trail-Scott Street Trailhead	\$540,000.00					\$540,000.00
Village Creek Trail Phase IV		\$685,000.00				\$685,000.00
Village Creek Trail Phase III		\$2,417,160.00				\$2,417,160.00
Signage						
Park Monument Signs	\$65,000.00	\$65,000.00	\$65,000.00			\$195,000.00
New Construction						
Shannon Creek Park		\$1,881,675.00				\$1,881,675.00
Community Park			\$500,000.00			\$500,000.00
BRICK						
Replace roof				\$1,000,000.00		\$1,000,000.00
Remodel of entryway (Admin, Kiosk, Rockwall and light	\$511,350.00					\$511,350.00
Addition of Dry Sauna			\$380,000.00			\$380,000.00
Replacement of indoor pool sandfilter	\$162,750.00					\$162,750.00
Replaster Indoor Pool	\$315,000.00					\$315,000.00
Desert Aire	\$1,575,000.00					\$1,575,000.00
HVAC Unit	\$2,887,500.00					\$2,887,500.00
Replacement of entry monument sign				\$35,000.00		\$35,000.00

Parks and Recreation Five-Year CIP Plan cont.

Golf						
Tee and Wayfinding signage	\$25,000.00					\$25,000.00
Turf Improvements						
Range side (9) (shape, sod, cart path, trees)	\$45,000.00					\$45,000.00
Greens resurface (all 18) (remove and replace top 6' of material)				\$375,000.00		\$375,000.00
Ponds and Irrigation						
Pond Renovation bentonite/fountains (4,5,15)			\$85,000.00			\$85,000.00
Floating Intake Pipe Replacement	\$16,750.00					\$16,750.00
Administration						
System Wide Master Plan Update	\$100,000.00					\$100,000.00
Park Total	\$3,810,000.00	\$5,468,835.00	\$3,240,000.00	\$1,035,000.00	\$1,285,000.00	\$14,838,835.00
BRiCk Total	\$5,451,600.00	\$0.00	\$380,000.00	\$1,035,000.00	\$0.00	\$6,866,600.00
Golf Total	\$86,750.00	\$0.00	\$85,000.00	\$375,000.00	\$0.00	\$546,750.00
Admin	\$100,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$100,000.00
Contingency/Escalation 5%	\$472,417.50	\$273,441.75	\$185,250.00	\$122,250.00	\$64,250.00	\$1,117,609.25
Total	\$9,920,767.50	\$5,742,276.75	\$3,890,250.00	\$2,567,250.00	\$1,349,250.00	\$23,469,794.25
Available Funding	\$204,033.00	\$105,750.00	\$160,800.00	\$409,000.00		\$879,583.00
Debt Sale	\$9,716,734.50	\$5,636,526.75	\$3,729,450.00	\$2,158,250.00	\$1,349,250.00	\$22,590,211.25
Total	\$9,920,767.50	\$5,742,276.75	\$3,890,250.00	\$2,567,250.00	\$1,349,250.00	\$23,469,794.25

CIP adjustment to bottom line

Item A.

	2024	2025	2026	2027	2028	Total
Original CIP	12,702,019.15	3,435,338.00	2,168,250.00	1,863,750.00	1,911,000.00	22,080,357.15
Proposed Realignment	9,920,768.00	5,742,277.00	3,890,250.00	2,567,250.00	1,349,250.00	23,469,795.00
Change	(2,781,251.15)	2,306,939.00	1,722,000.00	703,500.00	(561,750.00)	1,389,437.85

Proposed 2025-2029 Plan



Parks and Recreation Five-Year CIP Plan 2025-2029

Item A.

*Adjustments to original budgets in red, defined changes listed on the project slides

Project	FY 25	FY 26	FY 27	FY 28	FY 29	Total
Parks						
Park Refurbishments						
Bailey Lake			\$475,000			\$475,000
Bartlett				\$400,000		\$400,000
Centennial	\$500,000					\$500,000
Chisenhall					\$320,000	\$320,000
Heberle				\$320,000		\$320,000
Mistletoe Hill			\$585,000			\$585,000
Warren					\$1,500,000	\$1,500,000
Bathroom Additions to existing parks		\$150,000		\$154,500		\$304,500
Sport Fields						
Chisenhall Field Turf	\$2,100,000					\$2,100,000
Hidden Creek Softball Relocation			\$2,060,000			\$2,060,000
Trails, Parking and Infrastructure						
Bailey Lake Low Water Crossing					\$239,800	\$239,800
Village Creek Trail	\$3,195,225					\$3,195,225
Signage						
Park Monument Signs	\$65,000	\$65,000				\$130,000
New Construction						
Shannon Creek Park	\$1,881,675					\$1,881,675
Community Park		\$515,000			\$11,000,000	\$11,515,000
BRiCk						
Replace roof			\$1,060,000			\$1,060,000
Addition of Dry Sauna		\$402,800				\$402,800
Replacement of entry monument sign			\$37,100			\$37,100
Golf						
Additional well		\$175,000				\$175,000
Facility relocation based on Hidden Creek Corridor Project					\$4,972,500	\$4,972,500
Driving range improvements				\$375,000		\$375,000
Fenceline along 35		\$225,000				\$225,000
Greens resurface (all 18) (remove and replace top 6' of material)			\$397,500			\$397,500
Pond Renovation bentonite/fountains (4,5,15)			\$90,176			\$90,176

Parks and Recreation Five-Year CIP Plan 2025-2029

Item A.

Park Total	\$7,741,899.80	\$730,000.00	\$3,120,000.00	\$874,500.00	\$13,059,800.00	\$64,007,400
BRiCk Total		\$402,800.00	\$1,097,100.00			\$8,451,400
Golf Total		\$400,000.00	\$487,676.00	\$375,000.00	\$4,972,500.00	\$12,557,102
Contingency 5%	\$387,094.99	\$76,640.00	\$235,238.80	\$62,475.00	\$901,615.00	\$4,255,795
Total	\$8,128,994.79	\$1,609,440.00	\$4,940,014.80	\$1,311,975.00	\$18,933,915.00	\$89,371,697

Playground and Park Refurbishments

Playgrounds-all playgrounds have been budgeted to add shade, pour in place surfacing and inclusive features. This has increased all play refurbishments moving forward.

2025-Centennial Park

2026-Add a restroom to Mistletoe Hill

2027-Add a playground to Bailey Lake and replace Mistletoe Hill playground and shade structure

2028-Replace Bartlett and Heberle playgrounds and add a restroom to Claudia's playground

2029-Replace the playground at Chisenhall

2029-Replace both playgrounds at Warren Park, expand parking lot, repair/replace low water crossing to be pedestrian friendly, complete trail loop, and upgrade sports courts



Sports Fields

In 2023 staff began converting infields at Chisenhall to artificial turf starting with the largest field arabian. 7 additional fields are scheduled to be converted this summer. After bidding the project with 3 add alternates this winter staff realized a substantial cost savings in replacing multiple fields simultaneously.

Staff is proposing replacing the remaining 7 fields in 2025.

2023-Arabian

2024 (Scheduled)-Clydesdale, Shire, Paint, Appaloosa, Roan, Pasofino and Quarter

2025-Buckskin, Morgan, Highland, Dartmoor, Welsh, Hackney and Palomino

2027-Relocation of Hidden Creek Softball Complex



Trails, Parking and Infrastructure

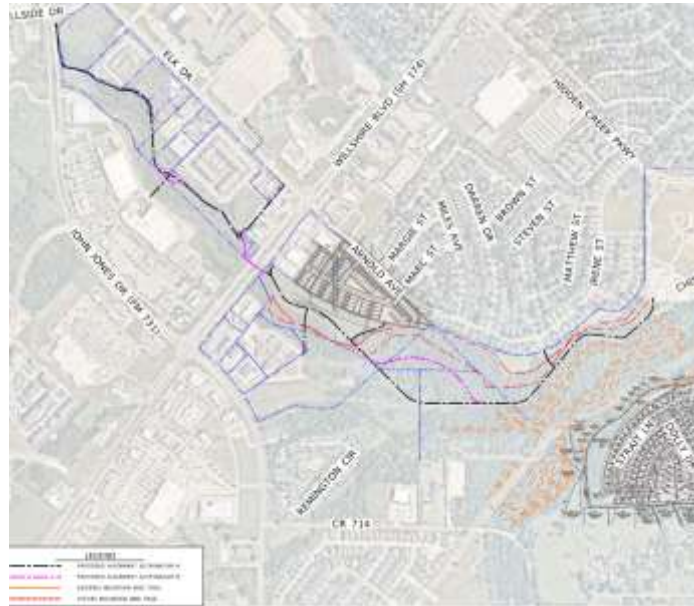
In 2024 staff is working to complete expansions to oak valley trail to include an additional trail connection to hidden creek parkway and a trailhead at Scott St.

2025- Village Creek Trail has been designed and is awaiting TxDot approval for the improvements under Wilshire. The trail will run from Chisenhall park to Hillside Dr. Once authorized this project will be bid and constructed over the course of 12 months.

Post construction maintenance cost-\$27,048 annually

*These cost will be budgeted in the year maintenance is scheduled to begin

2029- Bailey Lake low water crossing currently leads to an area that is ideal for additional nature trails. This project is scheduled to replace the existing crossing



Village Creek Trail



Bailey Lake Low Water Crossing

Shannon Creek Park

Shannon Creek Park has been in design since 2021. The design is finalizing completion and is anticipated to start construction in the fall of 2024.

2025-Construction

Scope: Natural and paved trails, pond with fishing boardwalk, drainage improvements, natural areas, and landscape screening between residents and the park. Grading improvements will also be completed during this phase to accommodate any future improvements.

Post construction maintenance cost-\$79,972 annually

*These cost will be budgeted in the year maintenance is scheduled to begin



Community Park

A community park was identified as a top need in the 2019 parks master plan. Currently this project does not have defined amenities as it is still in the public engagement phase. Once the scope and timeline are refined staff will provide additional details regarding budget and design.

2026-Design

2029-Construction

Post construction maintenance cost-TBD

*These cost will be budgeted in the year maintenance is scheduled to begin



BRiCk

The BRiCk was built in 2010 and staff has been working through maintenance and facility updates since 2022. In 2024 and 2025 staff will be completing an overhaul of the HVAC system, dehumidification system at the indoor pool, replacing the sandfilter for the indoor pool, replastering the indoor pool, remodeling the lobby, party rental room and family changing rooms. This facility will continue to have capital replacement items throughout the life of the facility

2026-Addition of a dry sauna, the number one request by members

2027-Replace the roof, staff has submitted the roof to insurance and unfortunately it was not deemed eligible

2027-Replace entry monument sign



Hidden Creek Golf Course

The golf course has undergone multiple course updates since 2020. Completed projects include: remodeling the clubhouse, replacing the bunkers, improving drainage, replacing sections of the cart path, replacing the irrigation pump, improving the driving range, improving the practice green and bunkers, repairing multiple sections of turf, irrigation, and replacing the golf carts. The course has proven to have a strong presence and has shown record breaking revenue three years running.

2026-Addition of a well to assist in seasons of drought

2026-Replace the fenceline along I-35 with a new style of fencing that requires less maintenance and improves the aesthetics from the highway

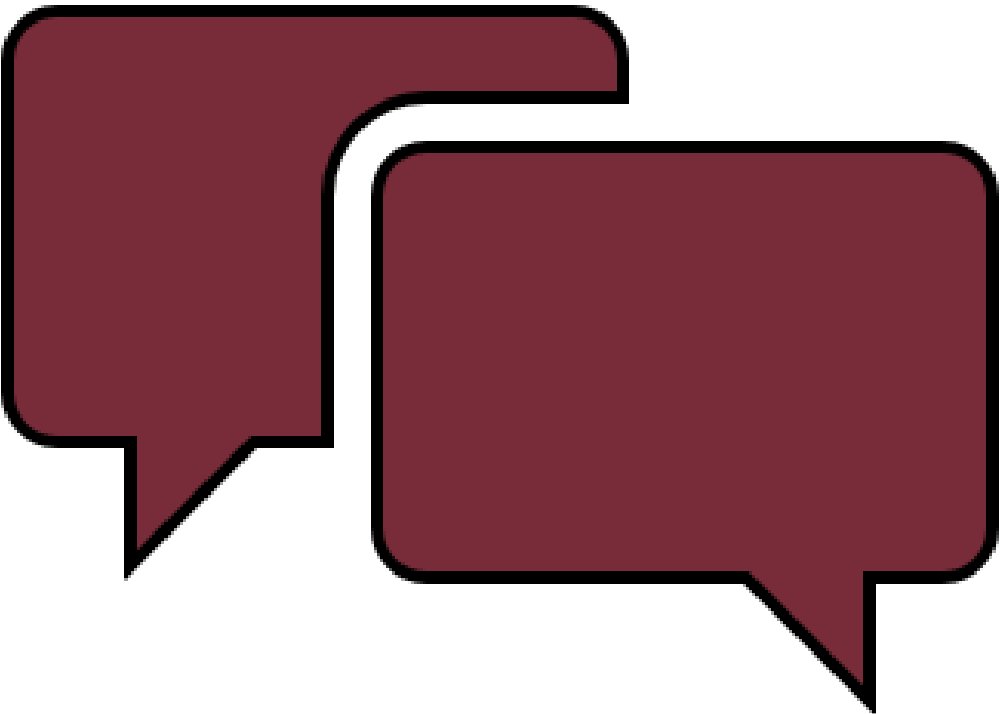
2027-Replace the greens and renovate the ponds on 4, 5, and 15

2028-additional range improvements

2029-Replace existing clubhouse and cart barn in conjunction with Hidden Creek Corridor project



FEEDBACK



Park Board

DEPARTMENT: Parks and Recreation

FROM: Jen Basham, Director of Parks and Recreation

MEETING: July 11, 2024

SUBJECT:

Receive the June 2024 Department Update Presentation (Staff Contact: 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
817-426-9201



Departmental Updates

July 2024 - Park Board



June Event Highlights:

June 7, 14, 21, 28, and 29: Hot Sounds of Summer Concerts

(Estimated 1,500-2,000 per night)

June 15, 2024 - Father's Day Fishing Trip - *(Estimated 175 participants)*

June 15, 2024 - Juneteenth Art, Food, and Music Festival - *(Estimated 250 participants)*



July Events:

Red, White, and BTX - July 4

The BRiCK Boatnanza-July 20, 2024

July is Parks and Recreation Month Activities - July 2024



2024 HOT SOUNDS OF SUMMER CONCERT SERIES



Item B.

JUNETEENTH CELEBRATION

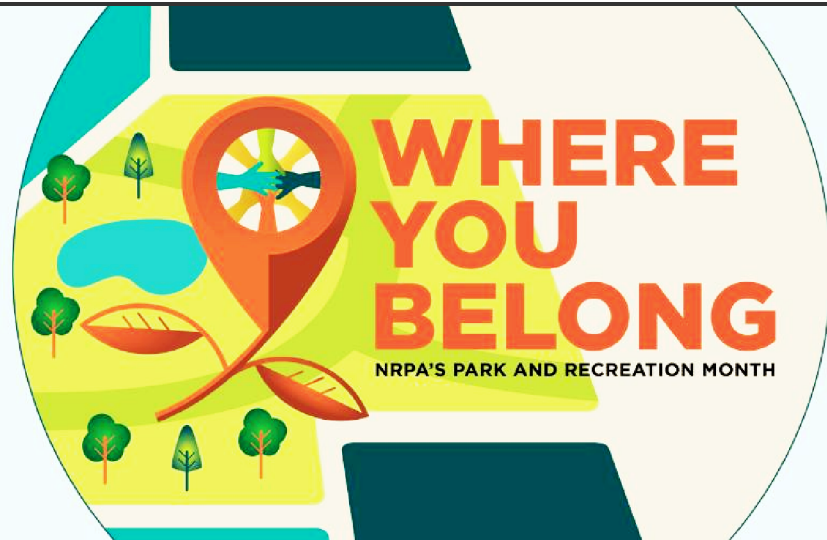


FATHER'S DAY FISHING TOURNAMENT

July is Parks and Recreation Month

Item B.

Where You Belong: includes a variety of activities, staff highlights, and more!



BTX Family DAY OUT



#WHEREYOUBELONG



THE CITY OF
BURLESON
TEXAS

**Parks and
Recreation**

BTX BIKE RIDE ALONG



#WHEREYOUBELONG



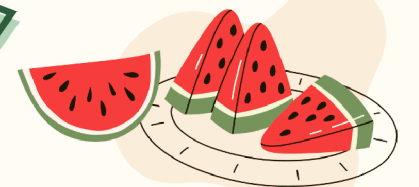
THE CITY OF
BURLESON
TEXAS

**Parks and
Recreation**



#WHEREYOUBELONG

WATERMELON DAY



THE CITY OF
BURLESON
TEXAS

**Parks and
Recreation**

Overall event attendance:
16,510

BTX Honey Tour Carnival-Wrap Up

Item B.

Thursday, 5/23/2024

- Ticket Estimate: 1,644
- Carnival Arm Band Count: 562
- Estimated Attendance: 2,206

Friday, 5/24/2024

- Ticket Estimate: 2,549
- Carnival Arm Band Count: 1,201
- Estimated Attendance: 3,750

Saturday, 5/25/2024

- Ticket Estimate: 3,869
- Carnival Arm Band Count: 1,630
- Estimated Attendance: 5,499

Sunday, 5/26/2024

- Ticket Estimate: 3,571
- Carnival Arm Band Count: 1,484
- Estimated Attendance: 5,055





Athletic News:

Current Athletics:

Adult Summer Softball, Basketball, Volleyball and Youth Summer Track

Athletics Highlight:

Youth Summer Track (Highest program participation to date: 114)



Young Entrepreneur Camp

Russell Farm Art Center

Ages: 13 - 18
9:00 AM - 12:00 PM
in the Chesapeake building

July 22-26

\$165 per camper



Program News:

June Programming Recap:

Gymnastics and Cheer (48); Summer Camp (150 campers per week)

Program Highlight: Upcoming Teen Camp (Minds in Motion)

This camp is designed to help teens learn and apply the skills of successful entrepreneurs to turn their ideas into profitable business ventures.



Russell Art Farm Center

JULY EVENTS



FRIDAYS 11-11:30 AM



FRIDAY STORY TIME AT THE FARM

SATURDAYS 9AM-NOON



SATURDAY MORNING SKETCH GROUP

JULY 6, 10AM - 3PM



ADULT ART CAMP

JULY 9-12, 1-4 PM



SUMMER ART CAMP W/MS. GIFFORD

JULY 9-12, 9AM-NOON



Program News:

June Programming Recap:

Adult Art (11); Watercolor (20); Canning (18); Storytime (70);Field Trips (179); Fun on the Farm Camp (39); Horse Camp (22)



Item B.

Additional News: Service Projects at the Farm

A big shout out to the Johnson County Master Gardeners for their weekly service projects. In June, they planted 27 blackberry bushes and installed a drip system.



Item B.



Summer Camps at Russell Farm Art Center

Marketing and Community Engagement

Quick Stats as of 7/2:

Facebook Followers:

18,512

(311 follower increase)

Instagram Followers:

1,745

(29 follower increase)

Constant Contact Subscribers:

5,118



Facebook Highlight: Reach 229k (collective reach of all Splash Pad postings)

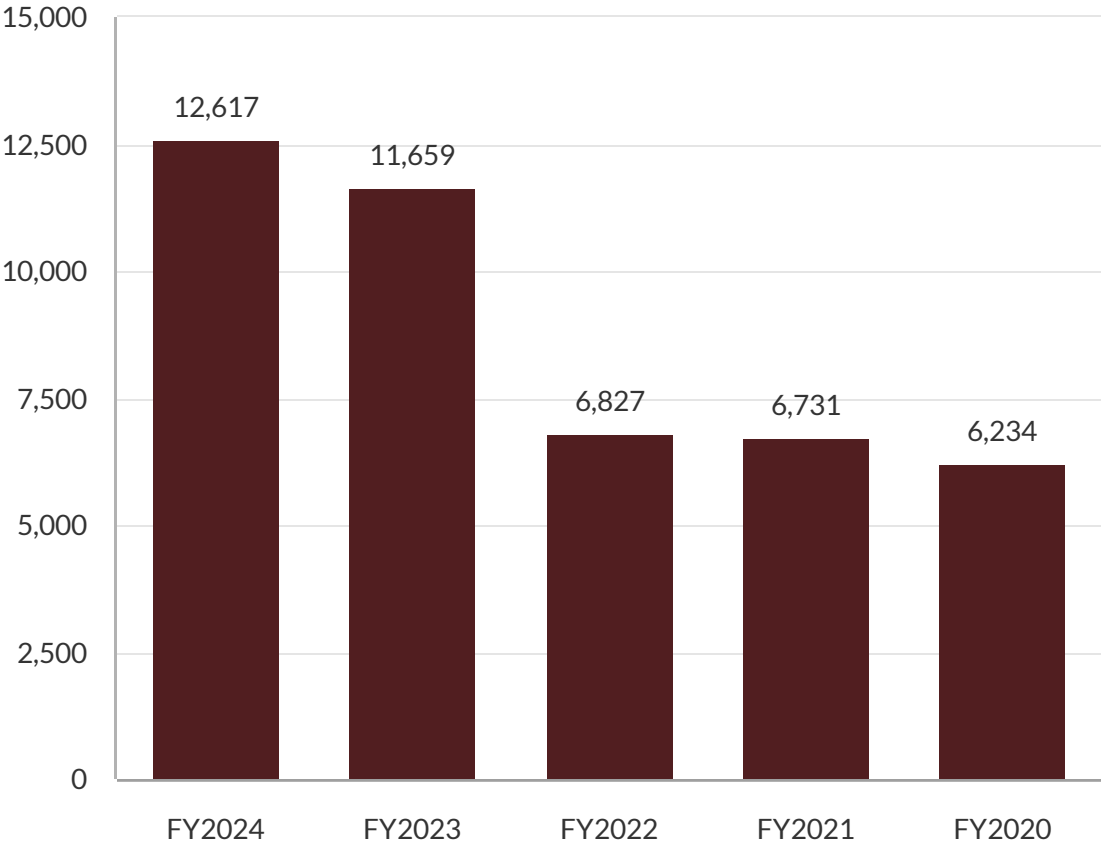
June High Performing Content

BRiCk - Projects

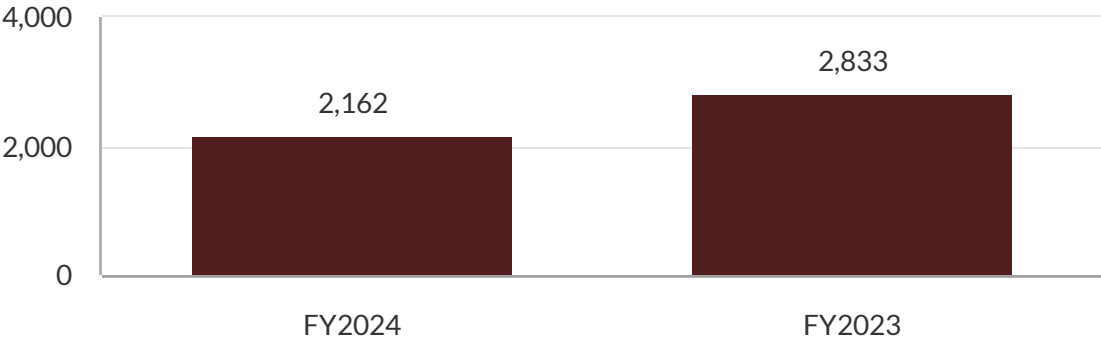
- C1S Group (*selected vendor to serve as Construction Manager at Risk for all projects listed below*)
 - Lobby Remodel
 - Desert Aire Replacement
 - HVAC Replacement
 - Indoor Pool Replaster
 - Indoor Pool Sand Filter Replacement
 - *Project status:*
 - Current- Prepping first equipment package with C1S (Construction Manager at Risk)
 - August 8-Present first equipment package to Park Board
 - August 19-Present first equipment package to City Council

BRiCk- Memberships and Programs

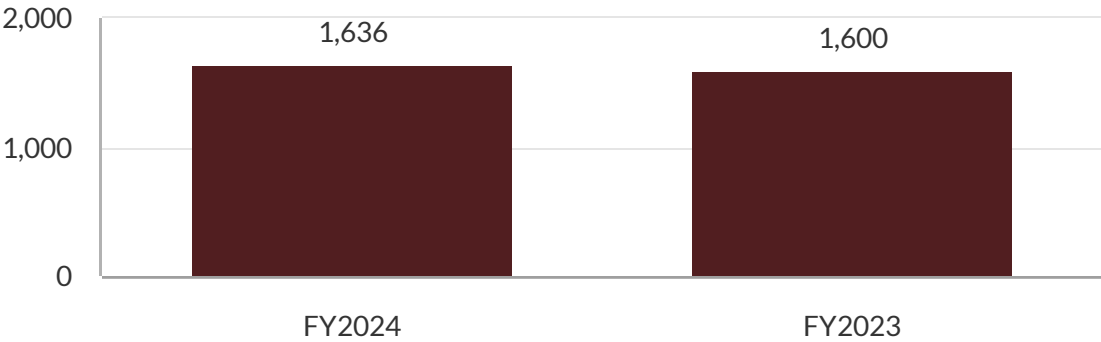
June Memberships



June - Fitness



June - Programs (includes Russell Farm Art Center)



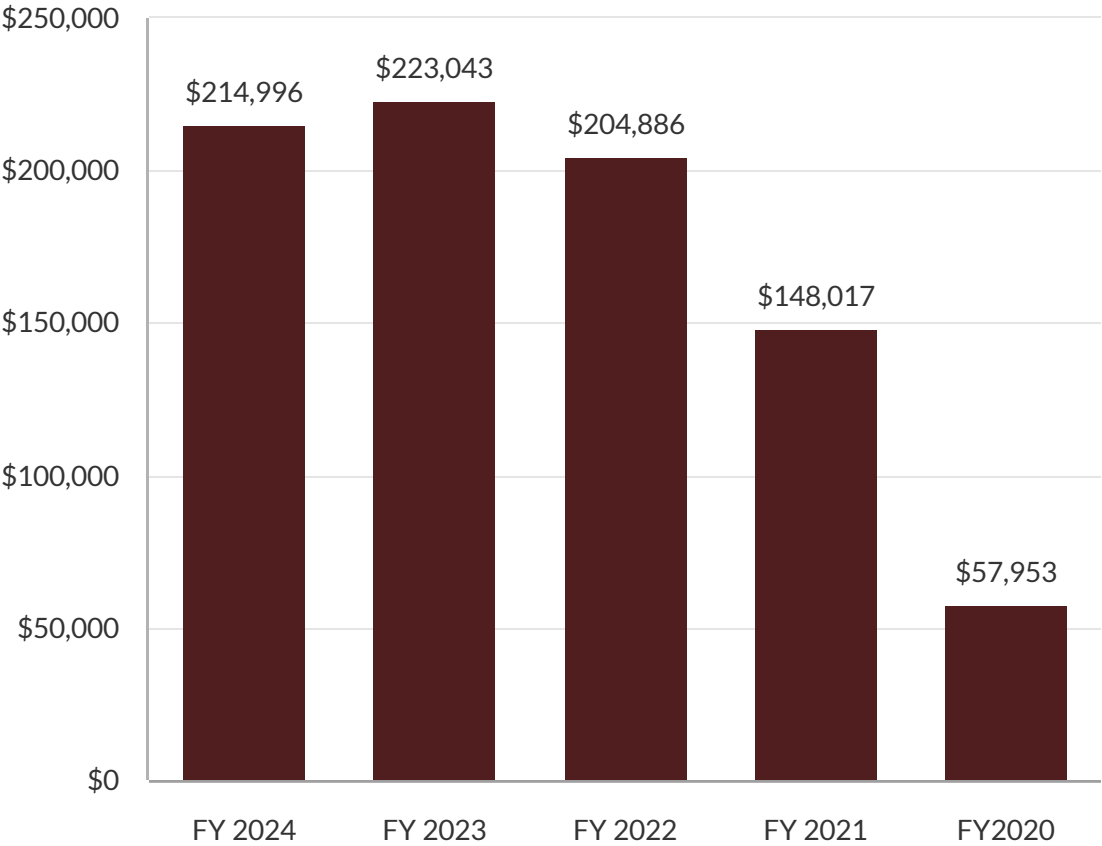
Membership numbers from June 2023 onward now include all individual members of a family membership.

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

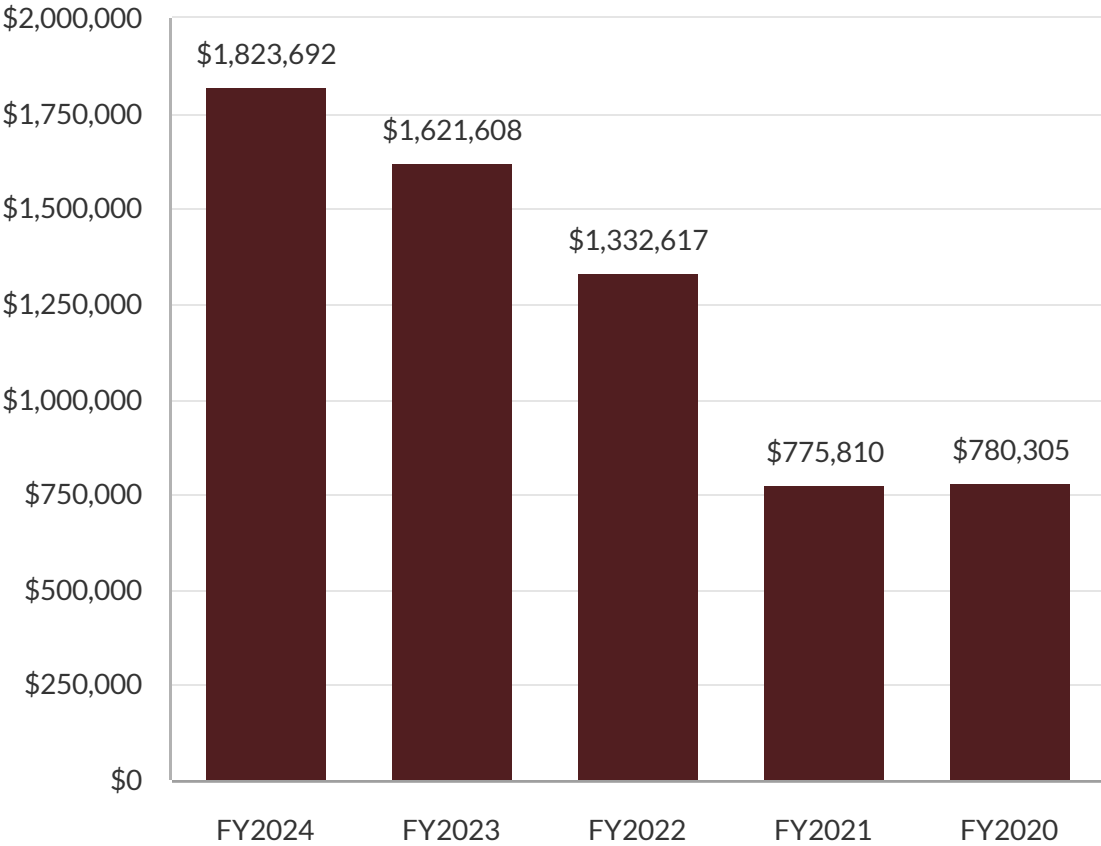
BRiCk-Revenue

Item B.

June



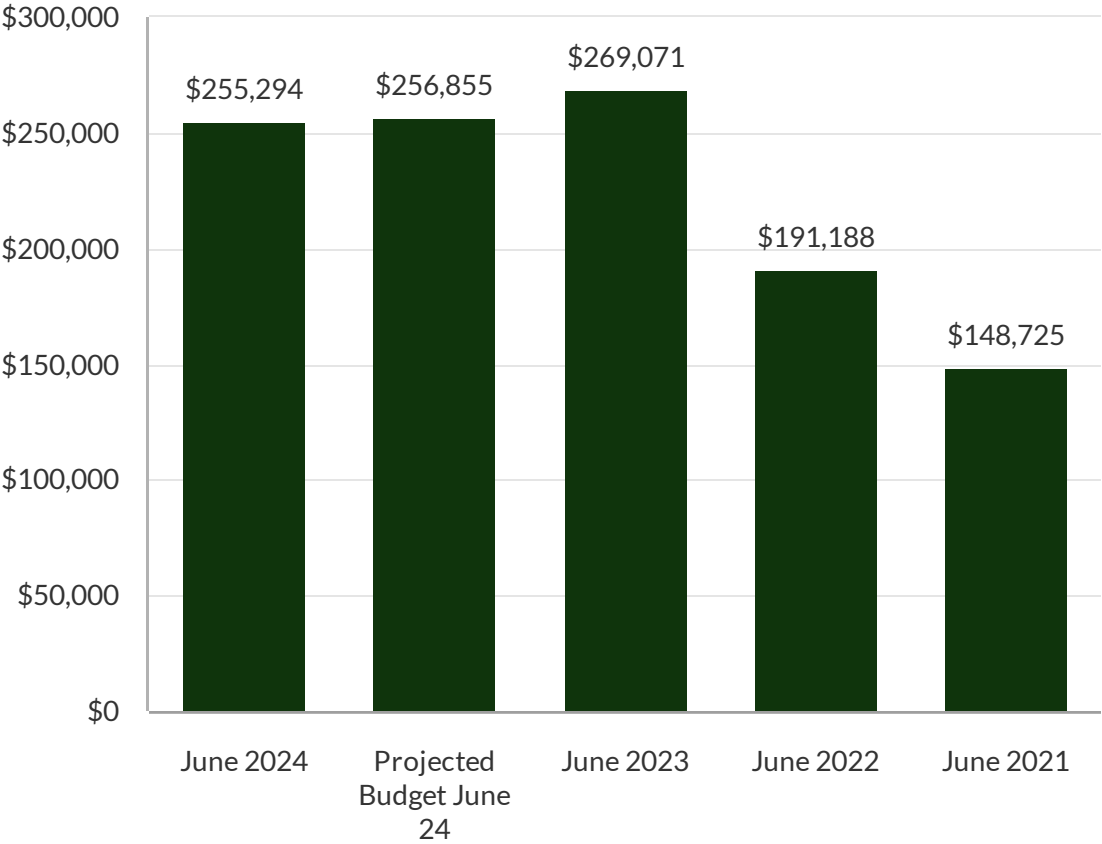
Year to Date (Accruals not included for current FY)



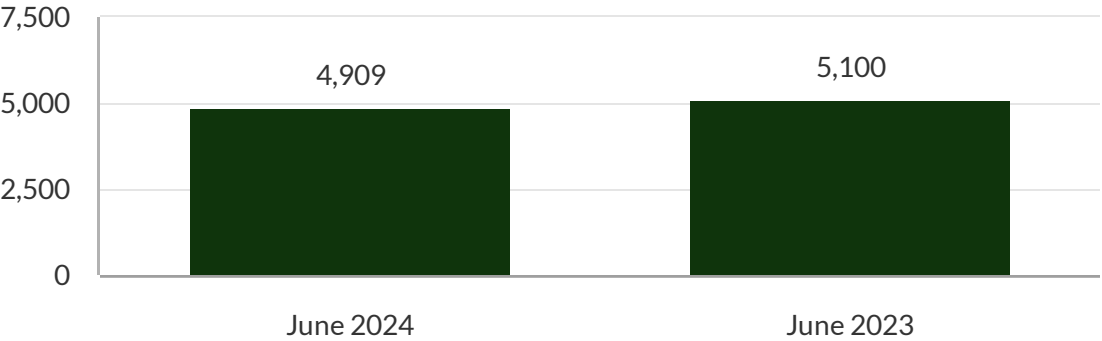
Golf- June Comparisons

Item B.

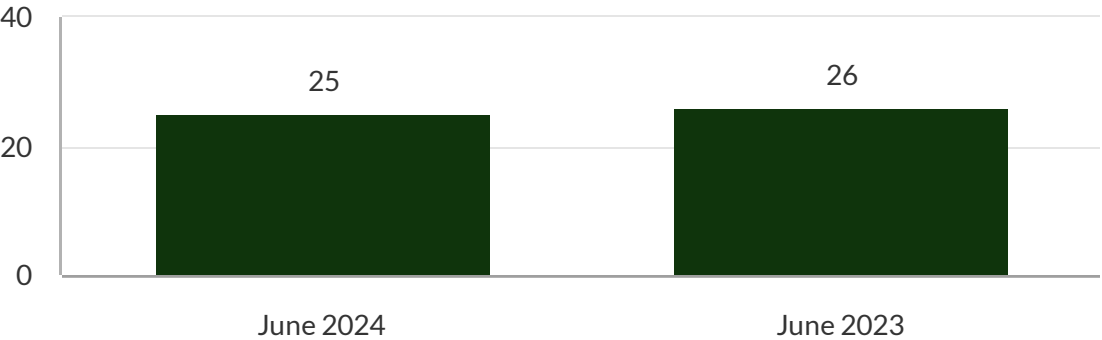
June Revenue



Rounds Played in June



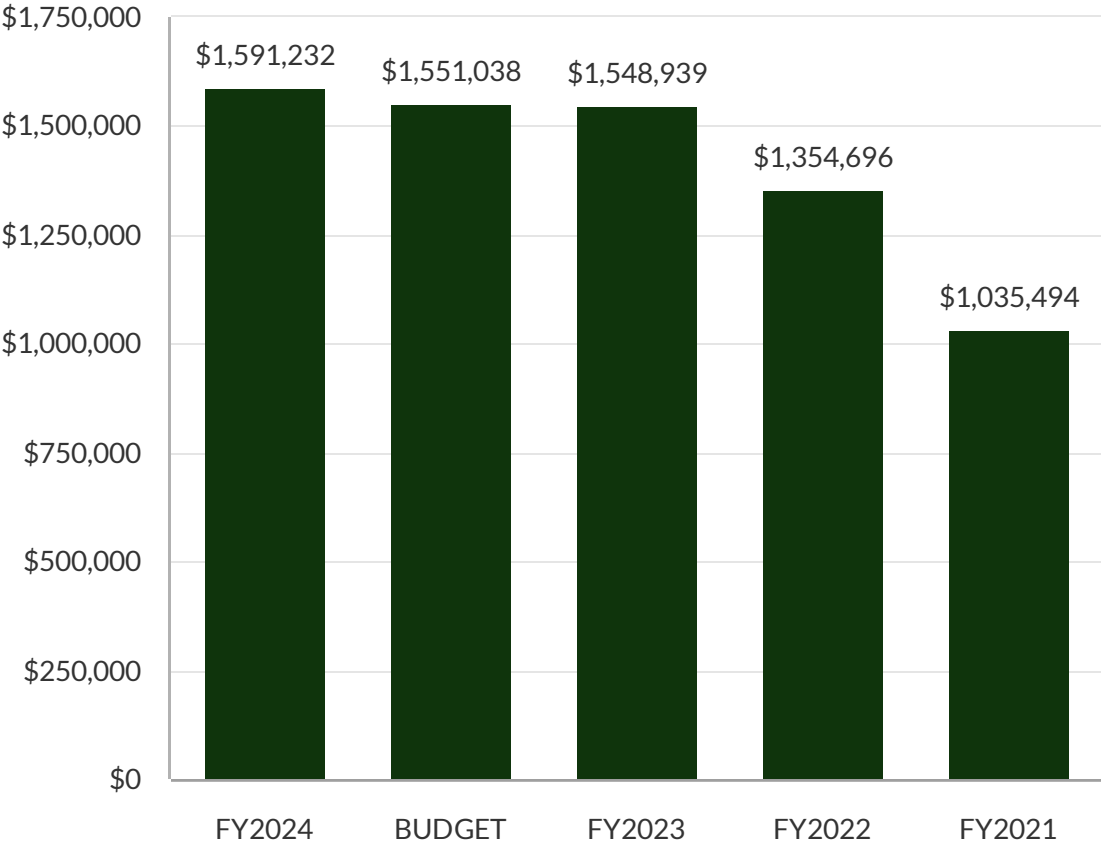
Playable Days * updated criteria with partial days



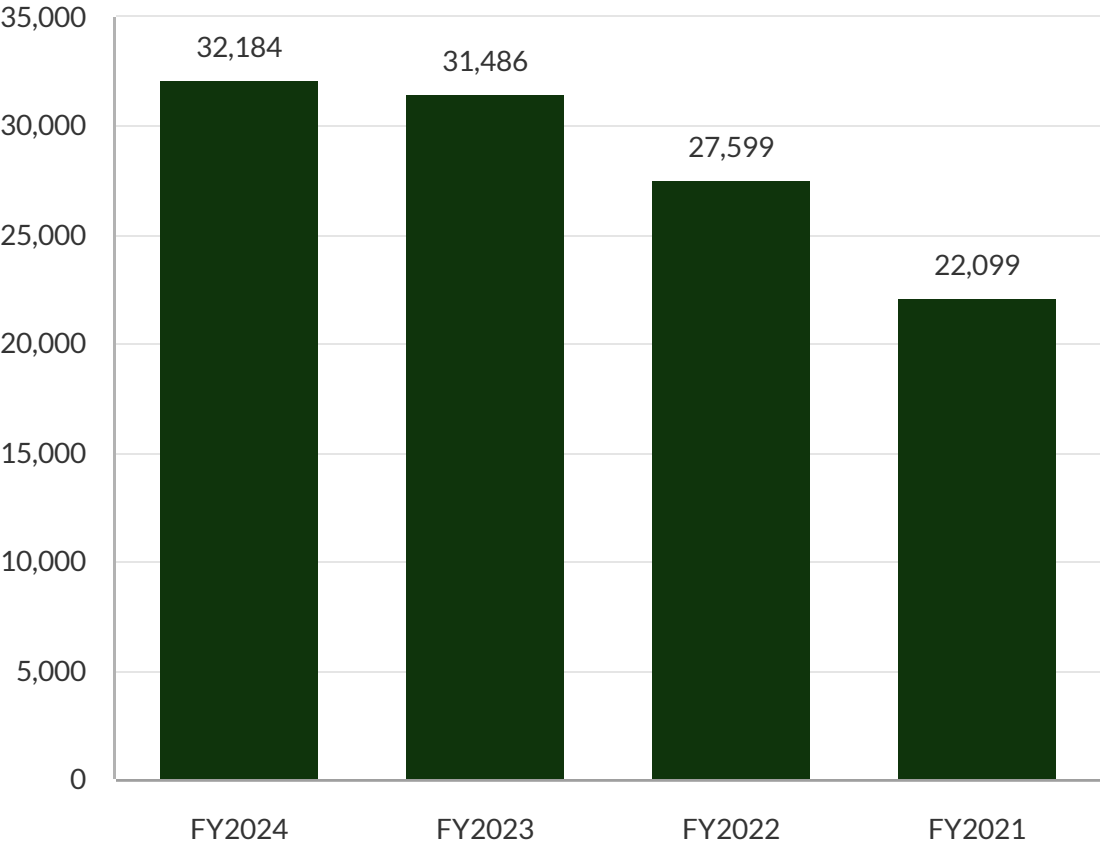
Golf- Year to Date

Item B.

Revenue YTD October -June

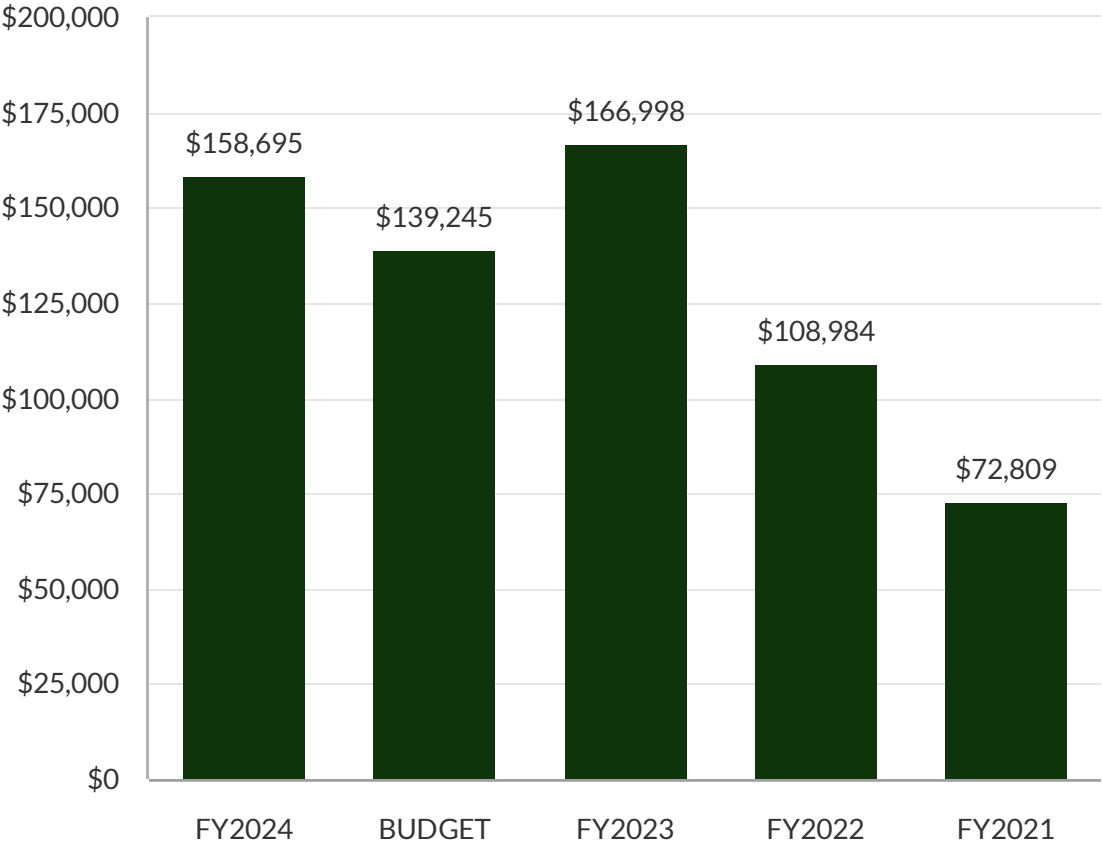


Rounds Played YTD October- June

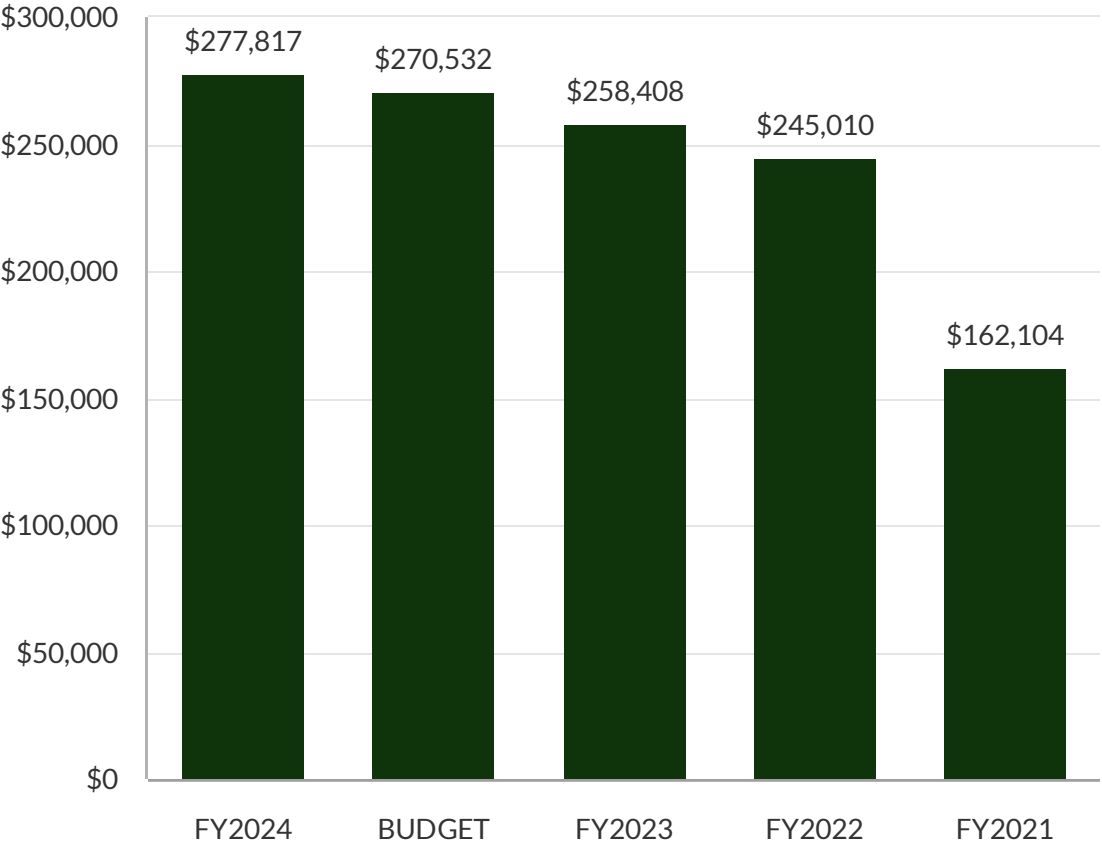


Golf- Pro Shop and FB Revenue Year to Date

Pro Shop Revenue YTD October - June

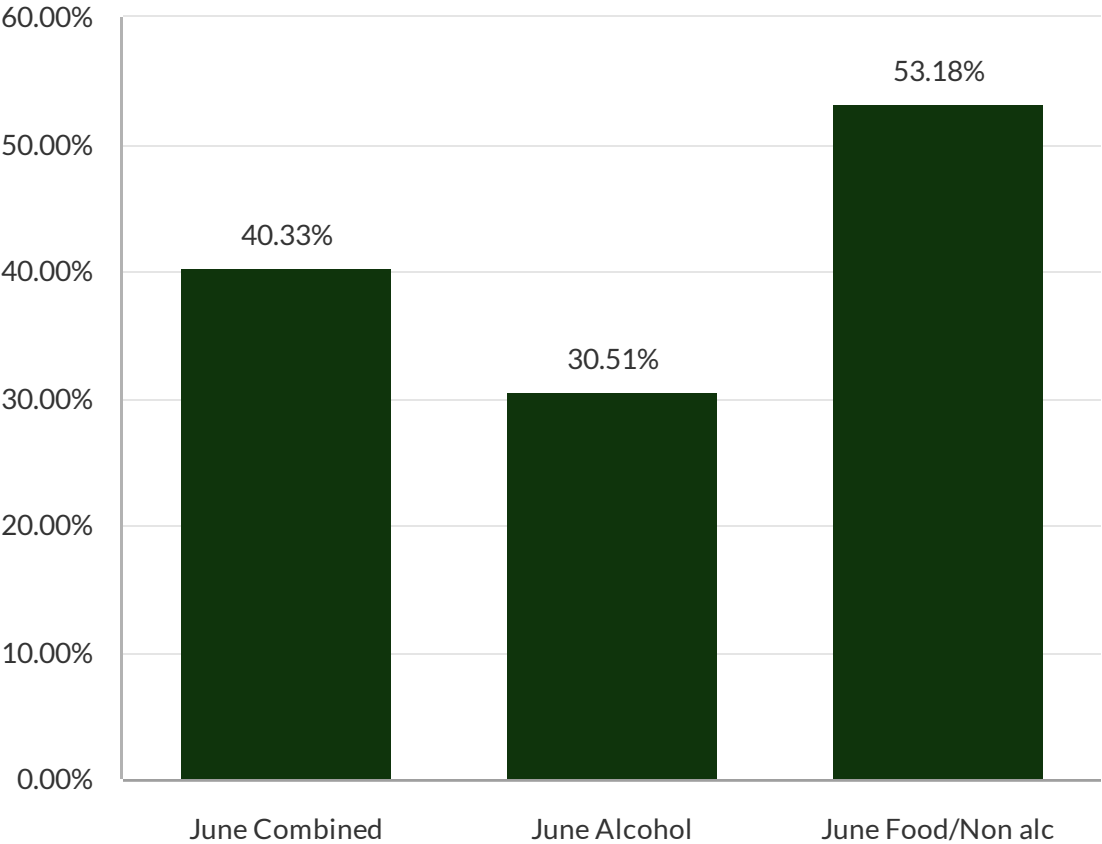


Food and Beverage Revenue YTD October- June

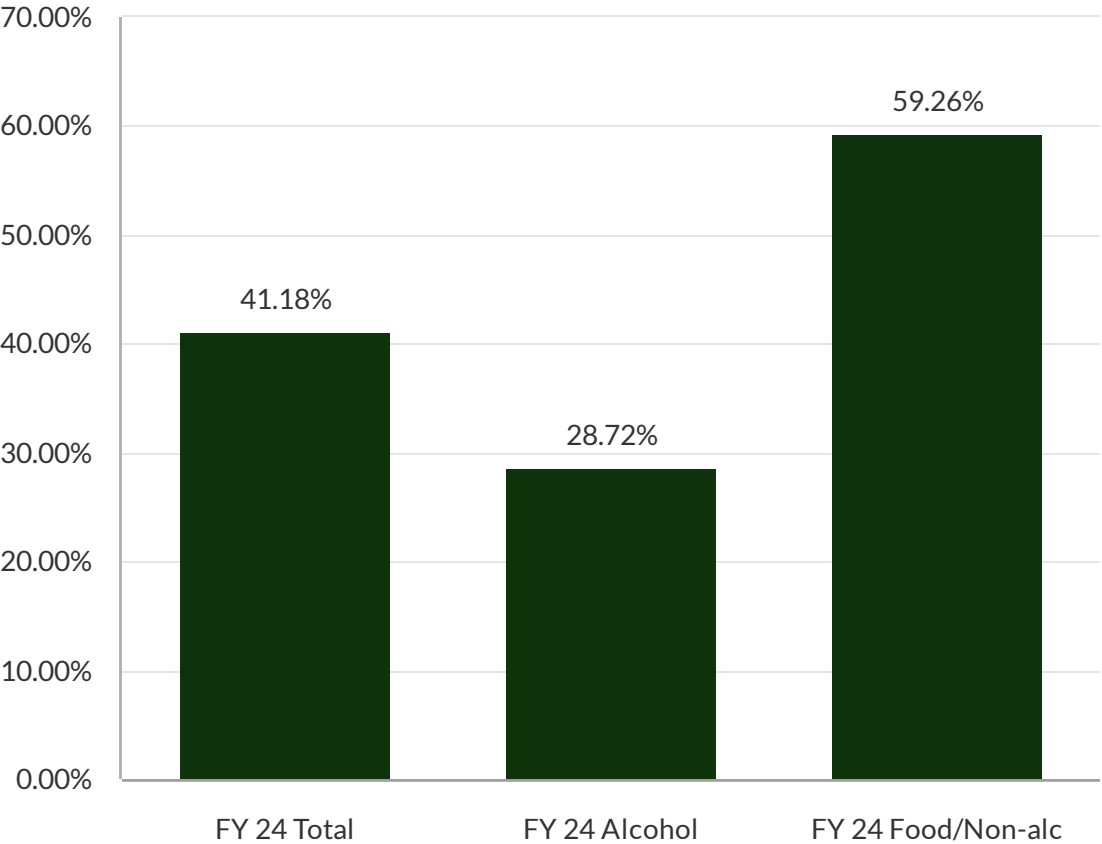


Golf- Food and Beverage Cost of Sales Percentages

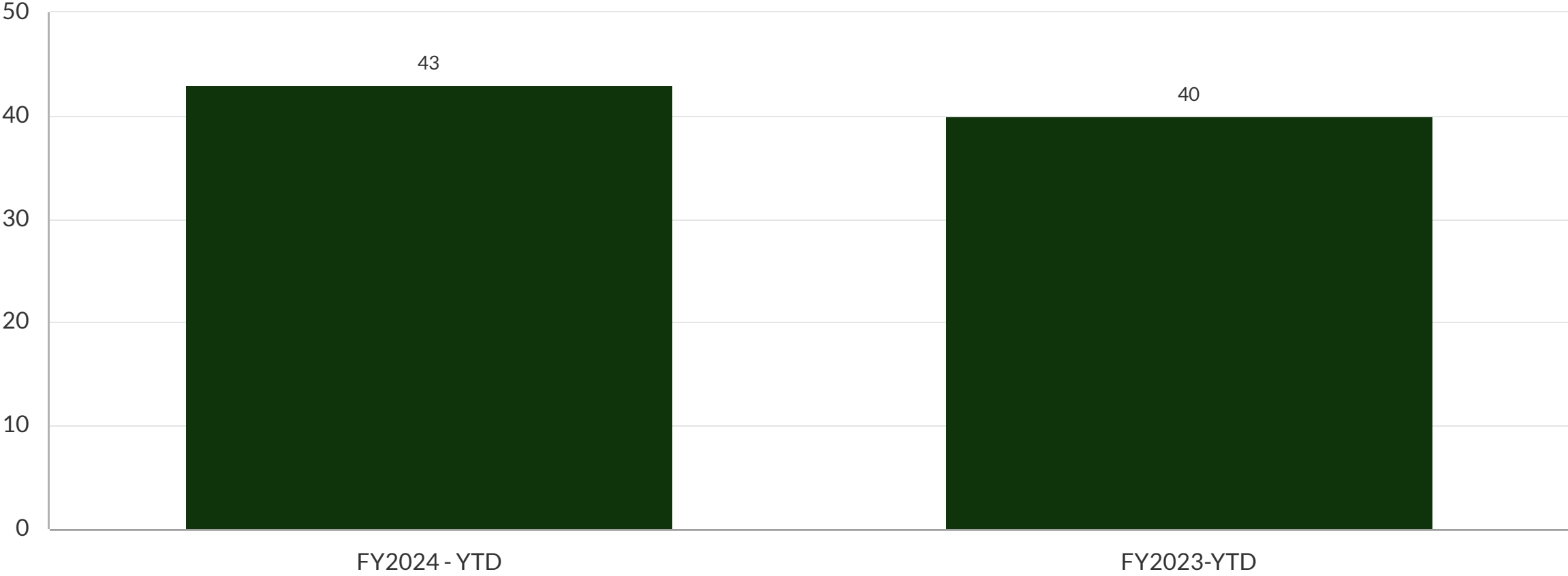
Food and Beverage Cost of Sales % by Department



Food and Beverage Cost of Sales % Combined YTD



Tournaments YTD

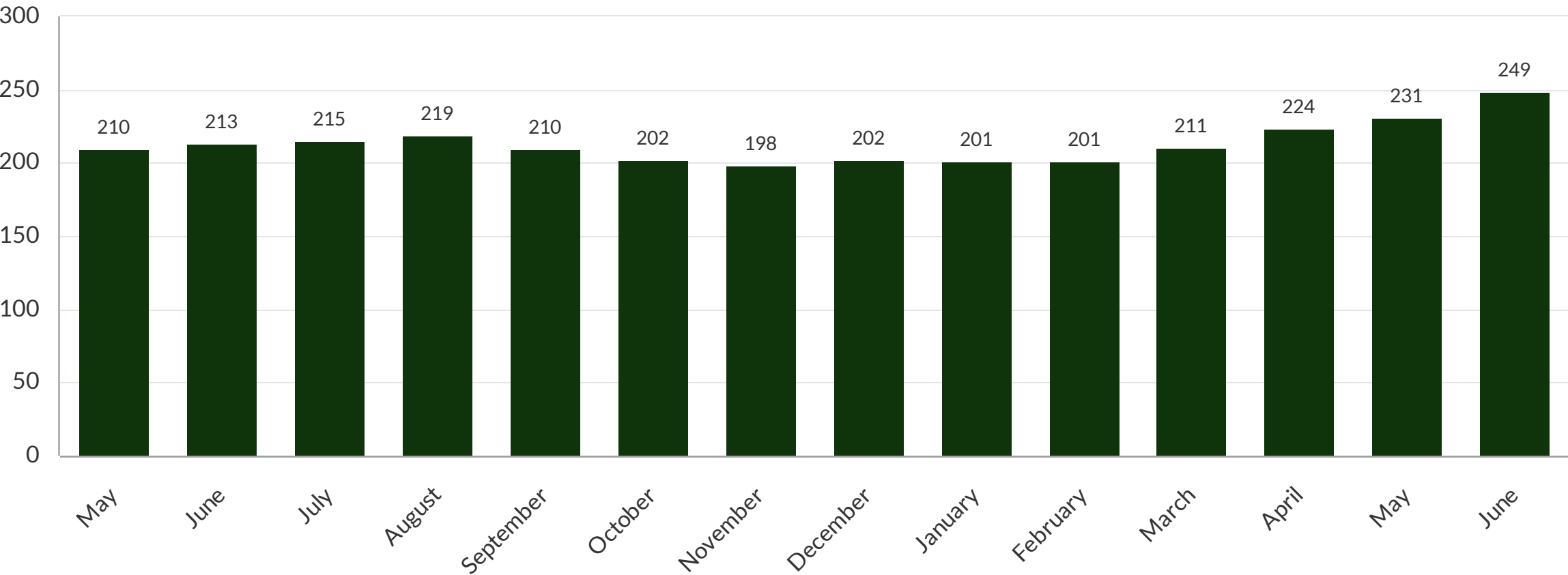


Golf-Memberships

249 Current Members

Item B.

Players Club



Parks - Capital Project Updates

- Park Monument Signs: Installed sign at Cindy; next phase of sign installations coming within the coming months
- Village Creek Trail: revised 90% plans underway. Environmental evaluation for TXDOT in process, estimated to begin construction Spring 2025
- Oak Valley South Trail Connector: Substantially complete (95%) pending final inspection on July 10.
- Cedar Ridge Park: Construction began June 3, 2024 with the completion goal of August 2024. *Tentative ribbon cutting date: August 6, 2024*



Parks - Capital Project Updates



- Meadowcrest Park: Approved by Park board; Set for Council review and approval July 22
- Chisenhall Synthetic Turf Phase 2: Construction began May 28 with the completion goal of late September 2024
- Oak Valley North Restroom: Awarded in January; Currently in production; Installation slated for August 2024
- Scott St Trailhead: Design complete; Project currently in bidding process; Park board and Council review and approval slated for August 2024

Parks by the Numbers - June 2024

Item B.



PLAYGROUND
SAFETY

32

INSPECTIONS PERFORMED

MINOR REPAIRS: 4

LITTER ABATEMENT: Parks,
Athletic Fields, and ROWs



26,695

Pounds of Litter Removed

Does not include contract litter numbers



IRRIGATION SERVICES

7

Irrigation Systems
Inspected

5

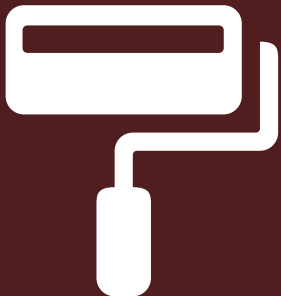
Irrigation repairs made

INTEGRATED PEST
MANAGEMENT

36

- Pest control treatments
- Pre-emergent weed applications
- Post-emergent weed applications

GRAFFITI
ABATEMENT



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

- WAKEFIELD
- OAK VALLEY NORTH
- ELK RIDGE PARK



Upcoming Temporary Park Closures

Wakefield Park, Oak Valley North Park, and Elk Ridge Park will be temporarily closed for 24 hours for the annual rebinding of the poured-in-place surfacing.

Wakefield Park: July 11

Oak Valley North Park: July 18

Elk Ridge Park: July 25



Acres Mowed in Parks and ROWs

1,467.19
Acres



No Mow Areas: Mowing

- ☆ Park Maintenance staff will be mowing the cities No Mow Areas the week of July 8. Mowing wildflower areas is an essential part of maintaining a healthy and sustainable wildflower habitat. This practice helps to control invasive species, promote new growth, and ensure a vibrant and diverse wildflower population in the coming seasons.

Feedback?

JULY 2024



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
	1	2	3	4	5	6
	Summer Fun Camp			Red, White, and BTX	Summer Fun Camp	Russell Farm Open Art and Adult Art Camp
7	8	9	10	11	12	13
	Summer Fun Camp					Russell Farm Open Art
		Art Camps				
		Gymnastics		Gymnastics		
14	15	16	17	18	19	20
	Summer Fun Camp					Canning Workshop Russell Farm Open Art
	W	STEAM Summer Camp				
		Gymnastics		Gymnastics		
21	22	23	24	25	26	27
	Summer Fun Camp					Russell Farm Open Art
		Gymnastics		Gymnastics		
28	29	30	31			
		STEAM Summer Camp				
	Summer Fun Camp					
		Gymnastics		Gymnastics		

64