
Thursday, February 13, 2025
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 Park Board from deliberating or taking action on an item not listed on the agenda. Park Board 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 Park Board 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 December 12, 2024, meeting. *(Staff Contact: Bailey Campbell, Senior Administrative Specialist)*

B. Nominate and elect a chair and vice chair person *(Staff Contact: Jen Basham, Director of Parks and Recreation)*

C. Consider approving meeting date changes for future Park Board meetings *(Staff Contact: Jen Basham, Director of Parks and Recreation)*

D. Consider recommending approval of a contract with Amusement Restoration Companies, LLC, for the complete replacement of the Indoor Pool slide stair tower in the amount of \$218,672.50. *(Staff Contact: Allison Smith, Deputy Director of Recreation)*

4. **REPORTS AND PRESENTATIONS**

A. Receive the January 2025 Department Update Presentation *(Staff Contact: Jen Basham, Director of Parks and Recreation)*

B. Community Calendar Attached.

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 5th of February 2025, 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: February 13, 2025

SUBJECT:

Consider approval of the minutes from the December 12, 2024, meeting. (*Staff Contact: Bailey Campbell, Senior Administrative Specialist*)

SUMMARY:

RECOMMENDATION:

Approve

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

REFERENCE:

FISCAL IMPACT:

STAFF CONTACT:

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

BURLESON PARKS ADVISORY BOARD
December 12, 2024
MINUTES
DRAFT

Call to Order – 6:00 P.M.

Roll Call

Board Members Present

Sherry Scott
Matthew Quinn
Christian Schott
Ashli Logan
Shannan Sutter
Lindsey Cobb—Arrived 6:02 PM

Board Members Absent

Tyler Knox

Staff Present

Jen Basham, Director
Jessica Martinez, Deputy Director of Parks
Bailey Campbell, Senior Administrative Specialist/Recording Secretary

Guests

None

1. **Call to Order: 6:00 PM**—Matthew Quinn called the meeting to order at 6:00 PM
2. **Citizen Appearances**
None
3. **General**
 - A. Consider approval of the minutes from the November 14, 2024, meeting. (Staff Contact: Bailey Campbell, Senior Administrative Specialist)

Shannan Sutter made a motion to approve the item. Ashli Logan seconded the motion. Motion passed 5-0. Absent Lindsey Cobb, Tyler Knox.

- B. Consider approving excused absences for Park Board member, Sherry Scott's, absence from the December 12, 2024, January 9, 2025, and February 13, 2025 Park Board meetings. (Staff Contact: Jen Basham, Director of Parks and Recreation)

Shannan Sutter made a motion to approve the item. Christian Schott seconded the motion. Motion passed 6-0. Absent Tyler Knox.

4. Reports and Presentations

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

Jen Basham, and Jessica Martinez reviewed departmental programs, events and revenues for the month of November 2024. A discussion followed.

- B. December Community Calendar Attached

A paper copy of the programming calendar was given to the board members.

5. Requests and Future Agenda Items and Reports

6. Adjourn.

Chairperson, Matthew Quinn adjourned the meeting.
Time – 6:11 P.M.

Bailey Campbell, Recording Secretary

Park Board

DEPARTMENT: Parks and Recreation

FROM: Jen Basham, Director of Parks and Recreation

MEETING: February 13, 2025

SUBJECT:

Nominate and elect a chair and vice chair person (*Staff Contact: Jen Basham, Director of Parks and Recreation*)

SUMMARY:

A chair and vice chair shall be selected by members of the park board annually.

RECOMMENDATION:

None

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

N/A

REFERENCE:

Insert CSO# if applicable
Insert resolution or ordinance change

FISCAL IMPACT:

Proposed Expenditure/Revenue:
Account Number(s):
Fund:
Account Description:

STAFF CONTACT:

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

Park Board

DEPARTMENT: Parks and Recreation
FROM: Jen Basham, Director of Parks and Recreation
MEETING: February 13, 2025

SUBJECT:

Consider approving meeting date changes for future Park Board meetings (*Staff Contact: Jen Basham, Director of Parks and Recreation*)

SUMMARY:

Staff is requesting to shift Park Board meetings to the third Thursday of each month to allow for end of month reporting to be audited prior to drafting monthly agendas.

2025 dates:

March 20, 2025

April 17, 2025

May 15, 2025

June 19, 2025

July 17, 2025

August 21, 2025

September 18, 2025

October 16, 2025

November 20, 2025

December 18, 2025

OPTIONS:

Approve as presented

Deny

RECOMMENDATION:

Staff recommends approving as presented

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

NA

FISCAL IMPACT:

NA

STAFF CONTACT:

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

Park Board

DEPARTMENT: Parks and Recreation

FROM: Allison Smith, Deputy Director of Recreation

MEETING: February 13, 2025

SUBJECT:

Consider recommending approval of a project with Amusement Restoration Companies LLC for the complete replacement of the Indoor Pool slide stair tower at the total price of \$218,672.50. (*Staff Contact: Allison Smith, Deputy Director of Recreation*)

SUMMARY:

On June 11, 2024, an annual inspection of the indoor pool slide and stair tower was conducted. The findings of this inspection highlighted the need for further evaluation of the stairs, safety railing, supports, hardware, fasteners, and all steel components. Based on the results of the report, the slide was immediately closed for safety reasons.

Following a subsequent inspection, it was determined that while several repairs could be made to the tower, there is no guarantee that these repairs would provide a long-term solution. After careful consideration, staff decided that the most effective course of action would be to fully address and resolve the issue through a complete replacement to ensure the safety and functionality of the structure.

RECOMMENDATION:

Park Board recommending approval of the project with Amusement Restoration Companies LLC.

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

N/A

REFERENCE:

N/A

FISCAL IMPACT:

Proposed Expenditure: \$218,672.50
Account Number(s): PK2404. 30. 4505003-70020
Fund: 4B
Account Description: 4B Bond Construction

STAFF CONTACT:

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



INDOOR POOL SLIDE STAIR TOWER REPLACEMENT

PARK BOARD: FEBRUARY 13, 2025

STAFF PRESENTER: ALLISON SMITH, DEPUTY DIRECTOR OF RECREATION

BACKGROUND

- The slide and stair structure are inspected annually.
- In April 2019, the entire stair structure was sand-blasted and repainted.
- The last inspection took place on June 11, 2024.
- The inspector stated that the stair tower needed an additional evaluation on the stairs, safety railing, supports, hardware, fasteners, and all steel components. The slide was closed immediately.
- After an additional inspection was performed, it was determined that while several repairs could be made to the tower, there is no guarantee that these repairs would provide a long-term solution.
- The recommendation from staff is to fully address and resolve the issue through a complete replacement to ensure the safety and functionality of the structure.

QUOTES

Amusement Restoration
Companies, LLC:
\$218,672.50

Safe Slide Restoration:
\$223,444

Landmark Aquatics:
\$291,078.57



Item D.

RECOMMENDATION AND BUDGET

Recommendation:

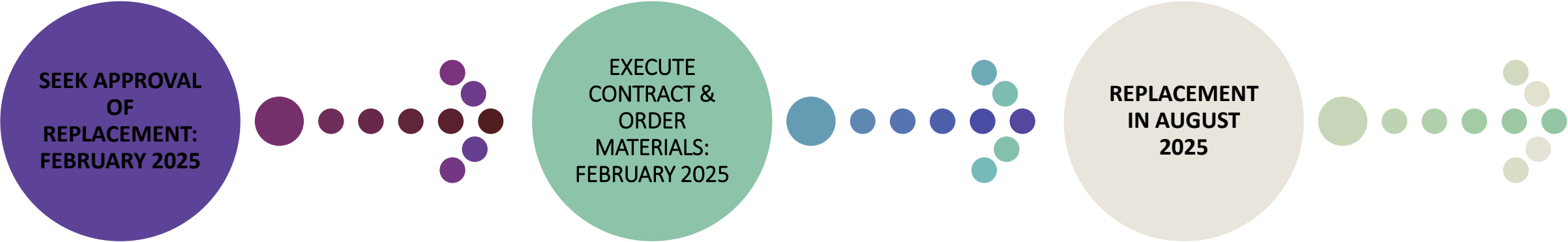
- Move forward with a contract with Amusement Restoration Companies LLC to replace the slide tower.
- Total Quoted: \$218,672.50

Budget:

- This item was not originally included in the BRiCk remodel project but has been added. It is being funded through existing capital project funds reallocated from closed projects.



PROJECTED TIMELINE



Due to material lead times and the time required for this replacement, the slide will remain closed throughout the summer.



RECOMMEND APPROVAL
OF THE SLIDE TOWER
REPLACEMENT AS PRESENTED

DENY THE SLIDE TOWER
REPLACEMENT

DIRECTION

Park Board

DEPARTMENT: Parks and Recreation

FROM: Jen Basham, Director of Parks and Recreation

MEETING: February 13, 2025

SUBJECT:

Receive the January 2025 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

February 2025 - Park Board



DATE NIGHT EXPERIENCE

FEBRUARY 15



Item A.

VIETNAM VETERANS CELEBRATION

MARCH 29



DOGS AND DONUTS

MARCH 1



BTX OFF-ROAD RALLY

MARCH 1

UPDATE

PROGRAMS & ATHLETICS

January Recap:

School Break Fun Camp (19)

Homeschool P.E. (11)

Pickleball (28)

Sporties for Shorties (6)

Happening This Month:

School Break Fun Camp: Feb 14 & 17

Homeschool P.E.

Gymnastics

Sports 101: Volleyball

Sporties for Shorties: Basketball



Item A.

UPDATE

RUSSELL FARM

January Recap:

Open Art Studio (33)

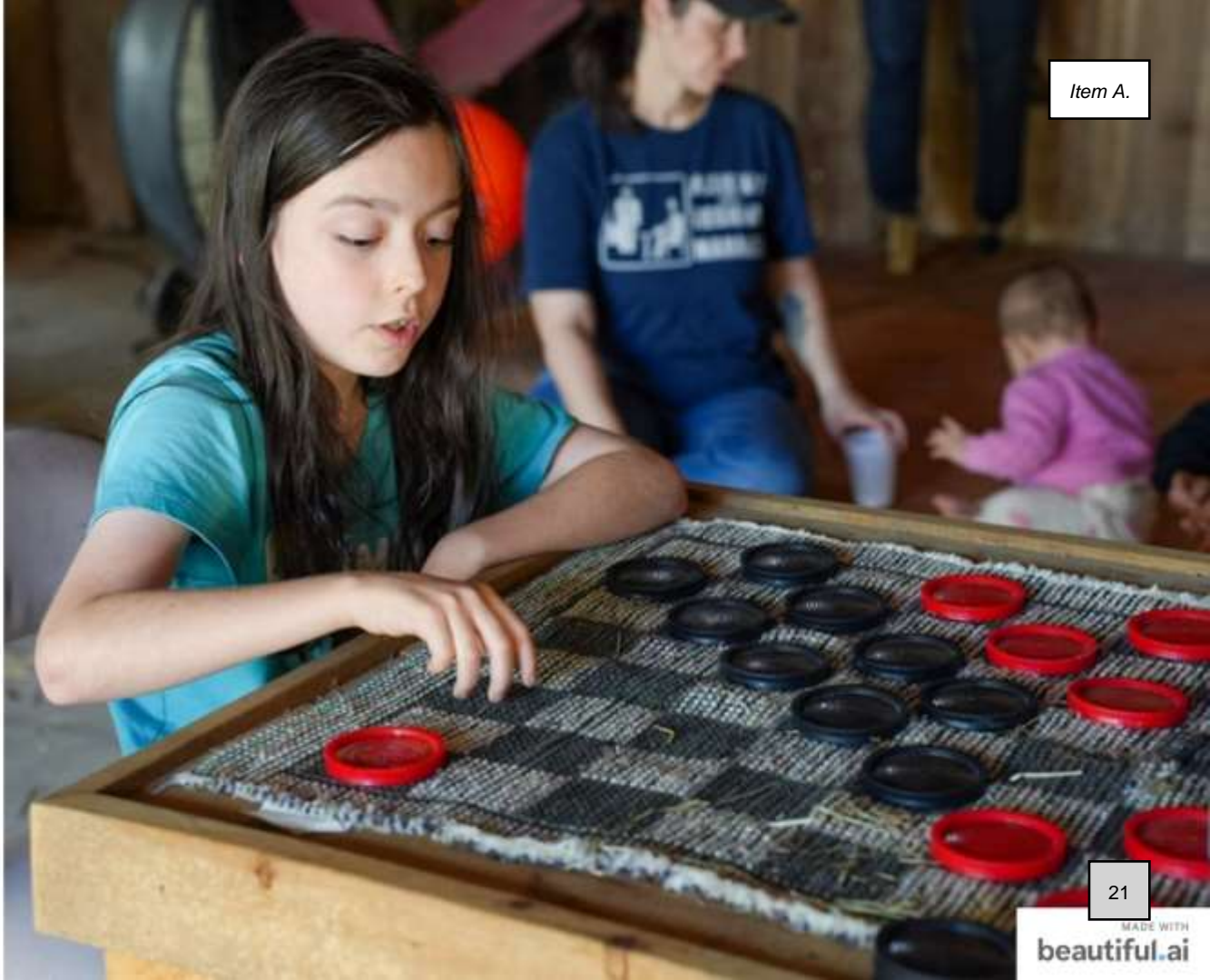
BISD Adult Transition
Students (9)

Gardeners (5)

Happening This Month:

Open Art Studio - Saturdays

Buttons & Beads Sun Catcher Art Class -
February 22



Item A.

**NO
MOTORIZED
VEHICLES ON PARK
TRAILS PLEASE**



BURLESON | Parks and
Recreation

COMMUNITY ENGAGEMENT

Facebook Followers: 19,393 (92 increase)

Instagram Followers: 1,914 (10 increase)

Listen to our podcast, 'A Walk in the Park,' on Spotify!

Facebook Highlight - Motorized Vehicles

Post Reach: 3,108

Post Views: 10,468



BRICK PROJECTS

Item A.

LOBBY REMODEL
CONSTRUCTION:
IN PROGRESS

HVAC
CONSTRUCTION:
SPRING 2025

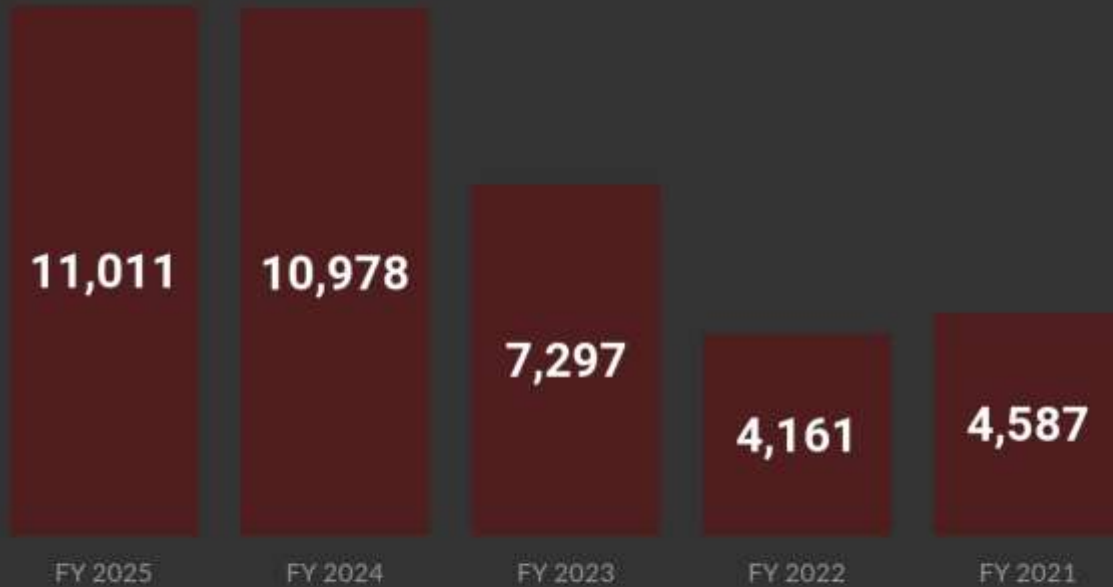
DEHUMIDIFICATION
SYSTEM
CONSTRUCTION:
FALL 2025

INDOOR POOL
REPLASTER & SAND
FILTERS
CONSTRUCTION:
FALL 2025

ADDITIONAL ITEMS:
PLAY AREA
FURNITURE
SIGNAGE
POOL DOORS
POOL SLIDE STAIR TOWER
PARKING LOT STRIPING

MEETING ROOM AV &
WOMENS LOCKERS
MEETING ROOMS - IN
PROGRESS
LOCKERS - IN PROGRESS

BRICK MEMBERSHIPS - MONTH OF JANUARY



Item A.

ALL PROGRAMS - JANUARY

Item A.

FY 24

184

PARTICIPANTS

FY 25

157

PARTICIPANTS



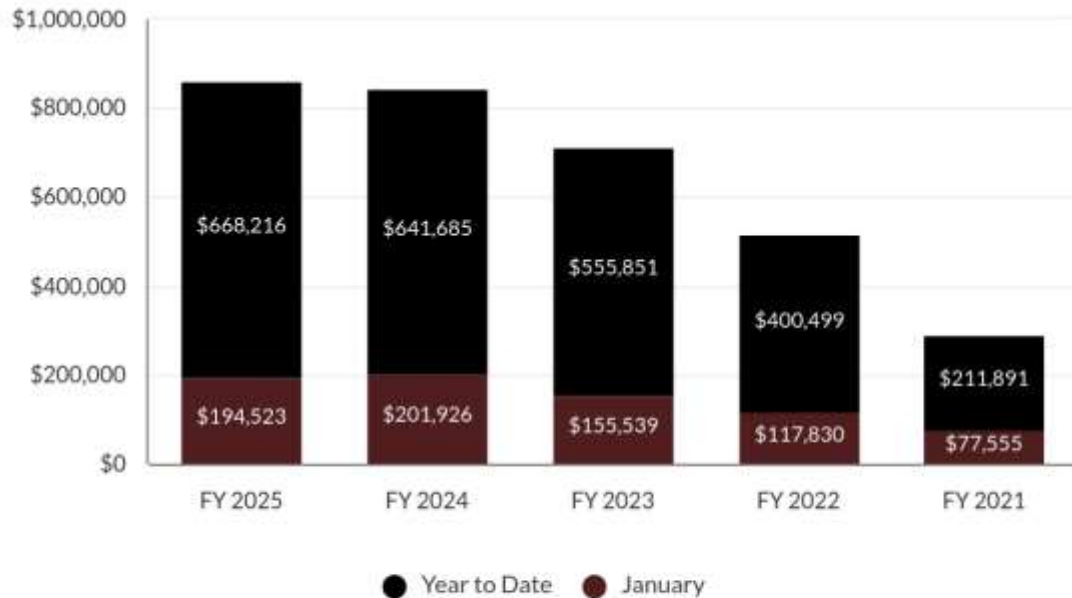
25



BRICK REVENUE

Item A.

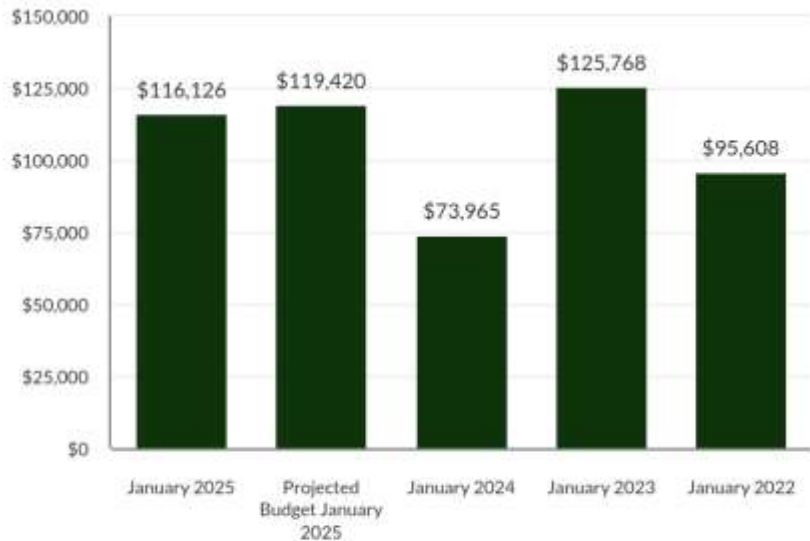
This chart reflects revenue for the current month as well as year to date.



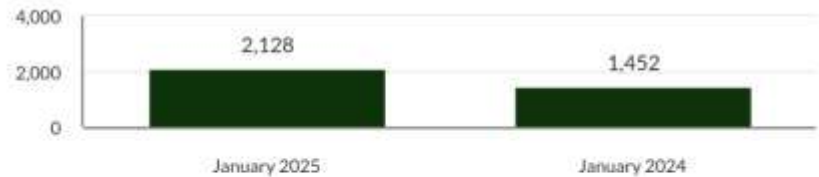
Hidden Creek Golf Course- January Comparisons

Item A.

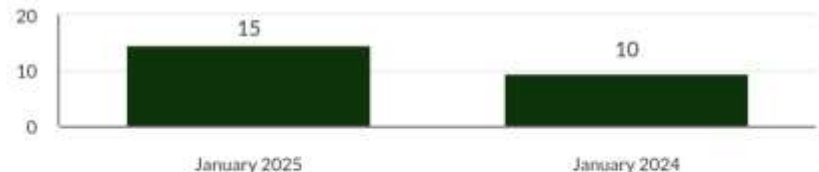
January Revenue



Rounds Played in January



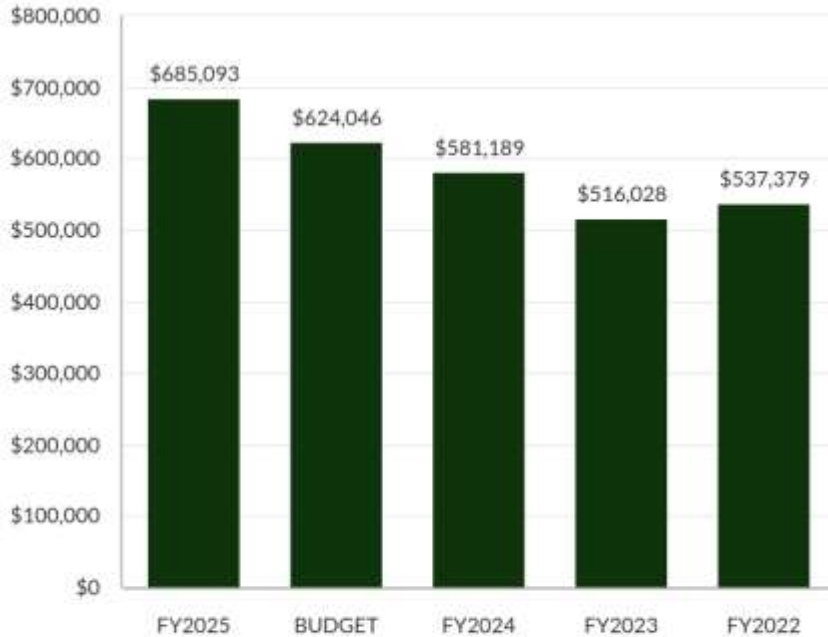
Playable Days * updated criteria with partial days



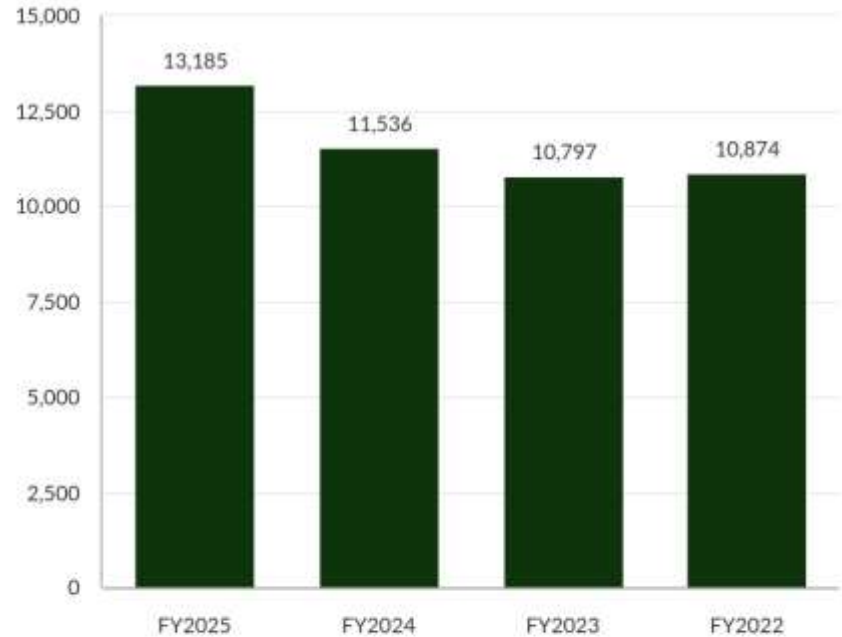
Hidden Creek Golf Course- Year to Date

Item A.

Revenue YTD October - January



Rounds Played YTD October - January



Hidden Creek Golf Course- Pro Shop and FB Revenue Year to Date

Item A.

Pro Shop Revenue YTD October - January



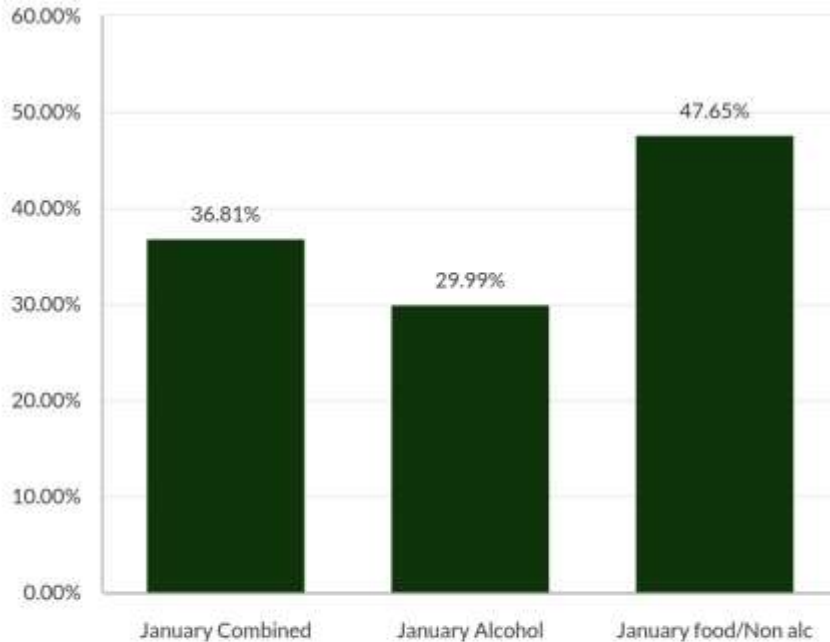
Food and Beverage Revenue YTD October - January



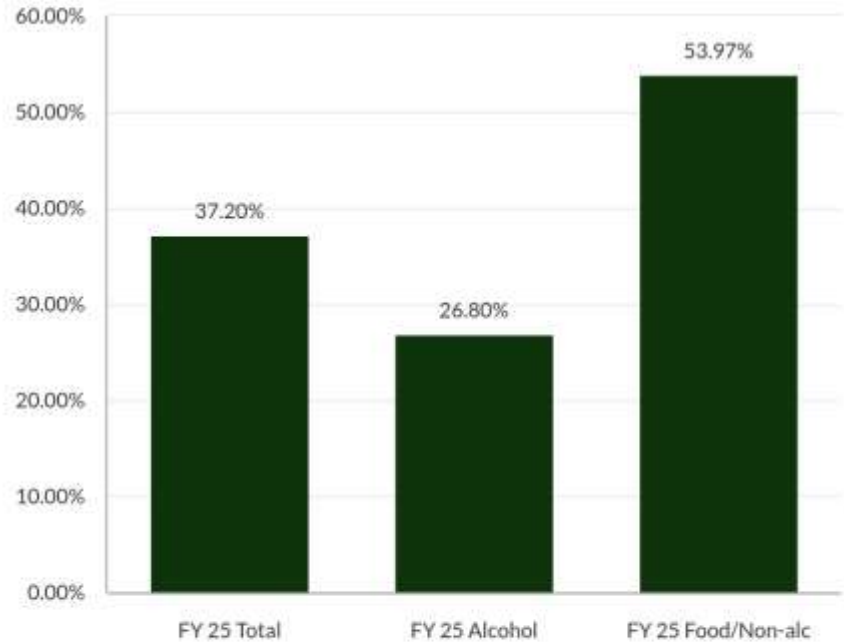
Hidden Creek Golf Course- Food and Beverage Cost of Sales Percentages

Item A.

Food and Beverage Cost of Sales % by Department



Food and Beverage Cost of Sales % Combined YTD

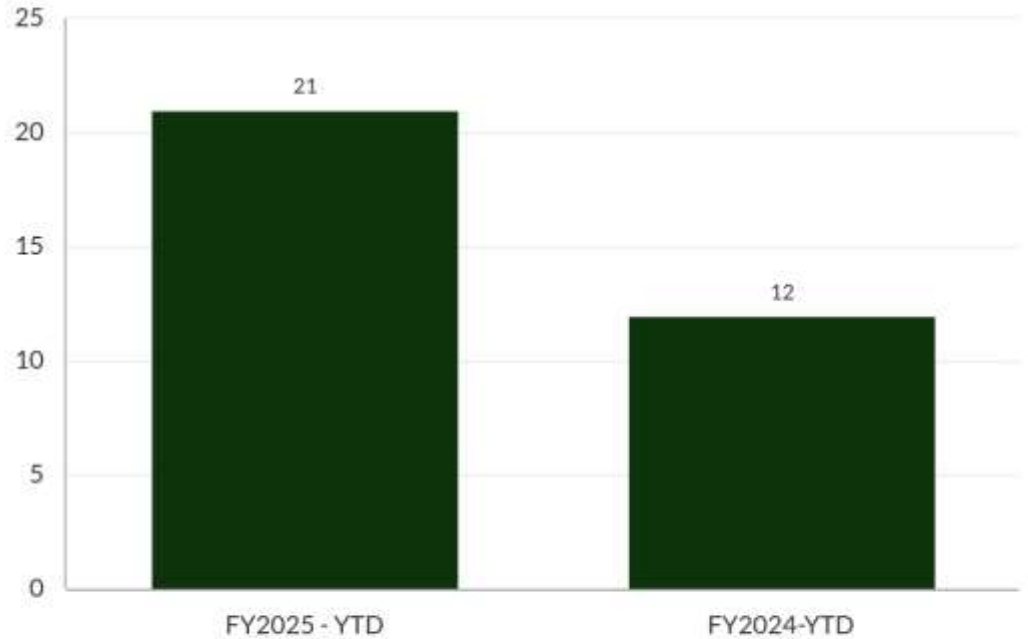


Hidden Creek Golf Course- Tournaments

Item A.



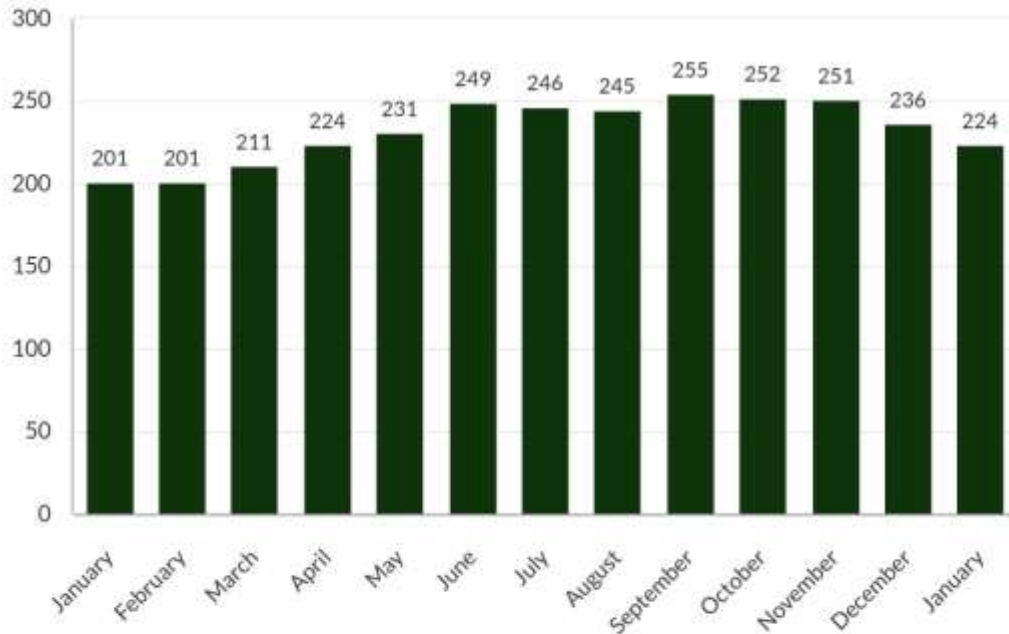
Tournaments YTD



Golf-Memberships

— 224 Current Members

Players Club



Item A.



32

CAPITAL PROJECTS UPDATES

Item A.



**SCOTT STREET TRAILHEAD
IMPROVEMENT**
CONSTRUCTION
90% COMPLETION
FEBRUARY 2025

**CENTENNIAL PARK
CONSTRUCTION**
COMPLETION:
MARCH 2025

**CHISENHALL TURF
CONVERSION**
CONSTRUCTION COMPLETION:
MARCH 2025

**PARKS MASTER PLAN
SCRUBBING DRAFT:**
ADOPTION GOAL:
JUNE 2025



CAPITAL PROJECTS UPDATE Item A.

SHANNON CREEK

DESIGN / BIDDING GOAL

FEBRUARY 2025

GREEN RIBBON

AFA EXECUTED, WORKING THROUGH TXDOT

APPROVAL OF DESIGN

COMMUNITY PARK

SURVEY AND INITIAL DRAINAGE REVIEW COMPLETE



2024 HIGHLIGHTS

Item A.



BEFORE

AFTER

BEFORE

AFTER

PARK OPERATIONS: WINTER WORK HIGHLIGHTS (121 OF 249 TASK COMPL

WINTER TRAINING HIGHLIGHTS

Item A.



JESUS CASTELLANOS:
CDL & PESTICIDE APPLICATOR LICENSE



ANDY PHELPS:
PESTICIDE APPLICATOR LICENSE



TEXAS A&M AGRILIFE:
PROS IN PARKS EDUCATIONAL SERIES

PARK OPERATIONS: *BY THE NUMBERS*

Item A.

PLAYGROUND INSPECTIONS

32

GRAFFTI ABATEMENTS

1



CHRIS MCGAHA, MAINTENANCE WORKER

38

Feedback?

FEBRUARY Item B.

2025

THE CITY OF
BURLESON
TEXAS
Parks and
Recreation



SUNDAY MONDAY TUESDAY WEDNESDAY THURSDAY FRIDAY SATURDAY

						1
						RUSSELL FARM OPEN ART
2	3	4	5	6	7	8
	SPORTS 101 SPORTIES FOR SHORTIES WOMEN'S SELF DEFENSE	OPEN PLAY PICKLEBALL HOMESCHOOL P.E. GYMNASTICS TAEKWONDO	SPORTIES FOR SHORTIES	HOMESCHOOL P.E. GYMNASTICS TAEKWONDO	OPEN PLAY PICKLEBALL	RUSSELL FARM OPEN ART
9	10	11	12	13	14	15
	SPORTS 101 SPORTIES FOR SHORTIES	OPEN PLAY PICKLEBALL HOMESCHOOL P.E. GYMNASTICS TAEKWONDO	SPORTIES FOR SHORTIES	HOMESCHOOL P.E. GYMNASTICS TAEKWONDO	OPEN PLAY PICKLEBALL SCHOOL BREAK FUN CAMP	RUSSELL FARM OPEN ART & DATE NIGHT EXPERIENCE
16	17	18	19	20	21	22
	SPORTS 101 SPORTIES FOR SHORTIES SCHOOL BREAK FUN CAMP	OPEN PLAY PICKLEBALL HOMESCHOOL P.E. GYMNASTICS TAEKWONDO	SPORTIES FOR SHORTIES	HOMESCHOOL P.E. GYMNASTICS TAEKWONDO	OPEN PLAY PICKLEBALL	RUSSELL FARM OPEN ART & SUN CATCHER ART CLASS
23	24	25	26	27	28	
	SPORTIES FOR SHORTIES	OPEN PLAY PICKLEBALL HOMESCHOOL P.E. GYMNASTICS TAEKWONDO	SPORTIES FOR SHORTIES	HOMESCHOOL P.E. GYMNASTICS TAEKWONDO	OPEN PLAY PICKLEBALL	