



Parks and Recreation Advisory Board
Agenda

Thursday, March 12, 2026
6:00 PM

City Hall Annex, 135 W Ellison,
Conference Room B
Burleson, TX 76028

1. **CALL TO ORDER**

2. **CITIZEN APPEARANCES**

Each person in attendance who desires to speak to the Committee 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 City Secretary prior to addressing the Committee. Each speaker will be allowed three minutes to speak.

Each person in attendance who desires to speak 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 February 19, 2026 meeting. (*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 scope for Phase I of the Burleson Legacy Park. (*Staff Contact: Jen Basham, Director of Parks and Recreation*)

B. Receive the February 2026 Department Update Presentation (*Staff Contact: Jen Basham, Director of Parks and Recreation*)

C. Review the April 2026 Parks and Recreation calendar. (*Staff Contact: Jen Basham, Director of Parks and Recreation*)

5. **REQUESTS FOR 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 March 2026, 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 Bursleson 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: March 12, 2026

SUBJECT:

Consider approval of the minutes from the February 19, 2026 meeting. *(Staff Contact: Jen Basham, Director of Parks and Recreation)*

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 AND RECREATION BOARD
FEBRUARY 19, 2026
MINUTES
DRAFT

Call to Order – 6:02 P.M.

Roll Call

Board Members Present

Matt Quinn
Tyler Knox
Sherry Scott
Shannan Sutter
Miguel Angel Sanchez
Christian Schott
Ashli Logan
Addison Oscarson

Board Members Absent

Staff Present

Jen Basham, Director of Parks and Recreation
Jessica Martinez, Deputy Director of Parks
Allison Smith, Deputy Director of Recreation
Jessie Farris, Urban Forester
Lisandra Leal, Assistant City Secretary

Guests

1. **Call to Order: 6:00 PM** — Matt Quinn called the meeting to order at 6:02 PM

2. **Citizen Appearances**

None.

3. **General**

A. Consider approval of the minutes from the January 15, 2026 meeting. (Staff Contact: Jen Basham, Director of Parks and Recreation)

Motion made by Sherry Scott and seconded by Angel Sanchez to approve the minutes as amended, reflecting the correction of the vote from 8-0 to 7-0, Absent Addison Oscarson.

Motion passed 7-0. Absent Ashli Logan

4. **Reports and Presentations**

- A. Receive a report on Chisenhall Hike and Bike Trail wayfinding and signage enhancements (Staff Contact: Jessica Martinez, Deputy Director of Parks)

Ashli Logon arrived at 6:04 p.m.

Jessica Martinez, Deputy Director of Parks, presented a report on Chisenhall Hike and Bike Trail wayfinding and signage enhancements to the Board.

The board was in favor of the signage enhancements.

- B. Receive a report on the Centennial Park Soil Remediation and Forestry Program Update. (Staff Contact: Jessie Farris, Urban Forester)

Jessie Farris, Urban Forester, presented an update on the Centennial Park Soil Remediation and Forestry Program to the Board.

The Board was in favor of the update and recommended presenting to the City Council.

- C. Receive the January 2026 Department Update Presentation. (Staff Contact: Jen Basham, Director of Parks and Recreation)

Allison Smith, Deputy Director of Recreation and Jen Basham, Director of Parks and Recreation gave a department update for January 2026.

- D. Review the March 2026 Parks and Recreation calendar. (Staff Contact: Jen Basham, Director of Parks and Recreation)

Jen Basham, Director of Parks and Recreation provided a paper copy of the programming calendar to the board.

5. Requests for Future Agenda Items and Reports

None.

6. Adjourn.

Chairperson, Matt Quinn adjourned the meeting.
Time – 7:11 P.M.

Lisandra Leal
Assistant City Secretary

Park Board

DEPARTMENT: Parks and Recreation
FROM: Jen Basham, Director of Parks and Recreation
MEETING: March 23, 2026

SUBJECT:

Receive a report, hold a discussion and provide staff feedback regarding the scope for Phase I of the Burleson Legacy Park. (*Staff Contact: Jen Basham, Director of Parks and Recreation*)

Strategic Priority	Strategic Goal
 <p>Great Place to Live Through Expanded Quality of Life Amenities</p>	<p>4.1.2 5 Year Capital Program Implementation</p>

SUMMARY:

The Community Park was identified as a priority project in the City’s 2019 Parks Master Plan as a future signature community park. The City acquired the property in February 2023, preserving the site for long-term public use and civic benefit.

Public engagement efforts were conducted from 2024 through 2025 to inform the vision, character, and desired amenities for the park. Based on community input and City Council direction, a professional design contract was executed in 2025 to begin formal planning and conceptual design.

As the project has progressed, staff has refined the Phase I scope to focus on foundational infrastructure and core park elements that establish the framework for future phases while allowing meaningful public access early in the project lifecycle.

PHASE I SCOPE

Phase I is intended to establish the physical and environmental backbone of Burleson Legacy Park. The refined Phase I scope includes:

- Public roadway infrastructure
- Parking lot

- Softball fields
- Site grading
- Pond construction
- Natural trail system
- Rain garden and stormwater infrastructure

These elements are designed to prepare the site for long-term development, address drainage and access needs, and introduce early recreational opportunities consistent with the park's vision.

FULL BUILD-OUT CONTEXT

For context, the ultimate build-out of Burleson Legacy Park is anticipated to include additional amenities beyond Phase I, such as:

- Sports courts
- Stage / amphitheater and event lawn
- Sports field concession and restroom facilities
- Additional softball fields
- Food truck court
- Inclusive, nature-themed playground
- Expanded trail network
- Pond enhancements and fishing pier
- Dog park

These amenities are planned for future phases and are not part of the current Phase I scope. Their inclusion provides long-term flexibility and allows the park to evolve over time in response to community needs.

PROJECT TIMELINE

The anticipated timeline for Phase I includes:

- Bid: May 2026
- Award: July 2026
- Construction duration: Approximately 12 months
- Target ribbon cutting: August 2027

Staff is seeking Parks & Recreation Board feedback on the Phase I scope, including:

- Whether the proposed Phase I elements appropriately establish the foundation for the park's long-term vision
- How the sequencing of amenities aligns with community expectations and park system needs
- Opportunities to ensure Phase I supports future amenities such as the Legacy Makers Promenade, amphitheater, inclusive play, and expanded trail connections

Board feedback will help inform ongoing design refinement and future phase planning

Following Park Board discussion, staff will continue to refine design details and coordinate with City Council on scope alignment and implementation sequencing. Additional updates will be brought forward as Phase I advances and future phases are further defined.

RECOMMENDATION:

Staff recommend approval as presented.

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



Community Park Phase I

PARKS AND RECREATION BOARD-MARCH 12, 2026

STAFF CONTACT: JEN BASHAM, DIRECTOR OF PARKS AND RECREATION



Background

The community park was identified as a priority in the 2019 Parks Master Plan

Property was acquired for the park in February of 2023

Public engagement commenced from 2024-2025

Design contract executed-2025

Scope-Phase I



Public Road

Parking Lot

Softball Fields

Grading

Pond

Natural Trails

Rain Garden/Storm Water Infrastructure



Full Build Out

Sports Courts

Stage/Ampitheater and Event Lawn

Sports Field Concession/Restrooms

3 Softball Fields

Food Truck Court

Inclusive Nature Themed Play

Trails

Pond

Fishing Pier

Dog Park





Timeline

Bid-May

Award-July

Construction-12 months

Ribbon Cutting-August 2027



FEEDBACK

Park Board

DEPARTMENT: Parks and Recreation

FROM: Jen Basham, Director of Parks and Recreation

MEETING: March 12, 2026

SUBJECT:

Receive the February 2026 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

March 2026 - Park Board



VIETNAM VETERANS

MARCH 21



AQUA EGG HUNT

APRIL 4



BUNNY DAZE

MARCH 28

Item B.

UPDATE

PROGRAMS & ATHLETICS

February Recap:

Homeschool PE (25)

School Break Camp (29)

Pickleball (12)

HAPPENING IN APRIL:

Pick Up Club - Kickball

Mobile Rec – Basketball at Warren Park

BTX Off Road Rally

BTX Night Hike



Item B.

UPDATE

RUSSELL FARM

February Recap:

Kid Kreate (10)

Saturday Morning Sketch Group (110)

Open Art Studio (20)

HAPPENING IN APRIL:

Story Time

Homeschool Classes

First Friday Field Trip



Item B.



BTX OFF-ROAD RALLY

APRIL 25, 2026

RUSSELL FARM ART CENTER,
405 W CR 714, BURLESON, TEXAS

ENTRY
\$20



COMMUNITY ENGAGEMENT

Facebook Followers: 23,100 (43 increase)

Instagram Followers: 2,443 (19 increase)

Facebook Highlight – Ready, set... vroom!

[Post Linked Here](#)

Post Views: 22,753



VOLUNTEER OPPORTUNITIES

- Bunny Daze – 3/28



BRICK PROJECTS

DEHUMIDIFICATION SYSTEM & INDOOR POOL

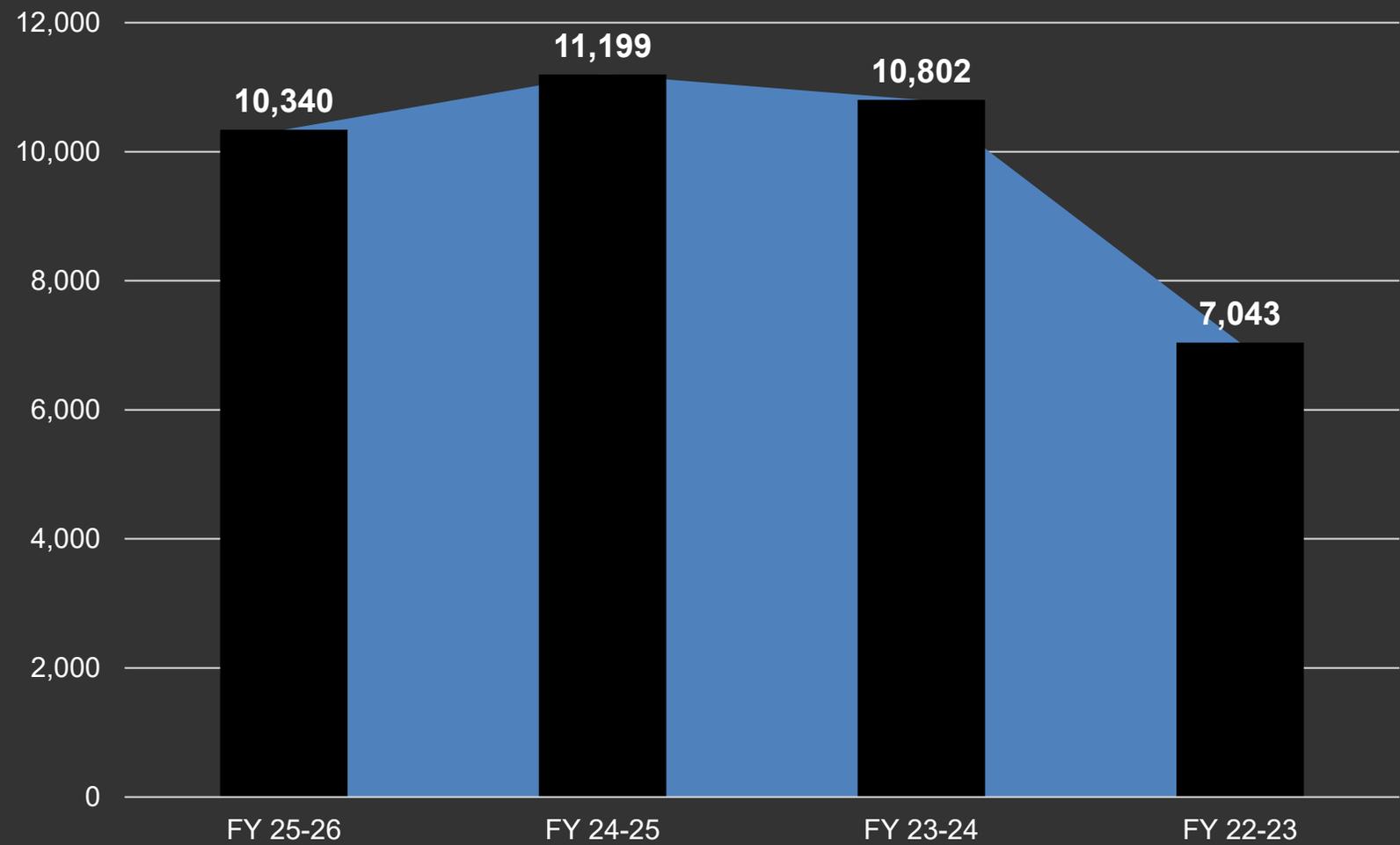
- DEHUMIDIFICATION SYSTEM - IN PROGRESS
- PLAYSTRUCTURE - IN PROGRESS
- SAND FILTERS - COMPLETED
- PLASTER - COMPLETED
- BIG SLIDE - COMPLETED
- DOOR REPLACEMENT - COMPLETED
- EVACUATORS - IN PROGRESS

HVAC

UPDATED TIMELINE: SEPTEMBER - MAY 2026

The rooftop units will require a temporary closure of the facility. Staff is working to refine the dates and will be communicating with our members and the public once that is known.

BRICK MEMBERSHIPS & DAY PASSES - MONTH OF FEBRUARY



Item B.



ALL PROGRAMS - FEBRUARY

Item B.

FY 24 - 25

275

PARTICIPANTS

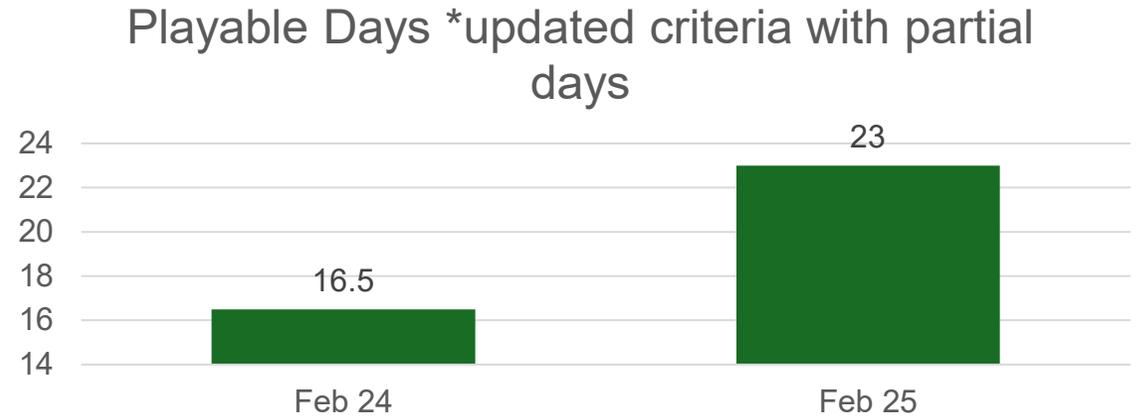
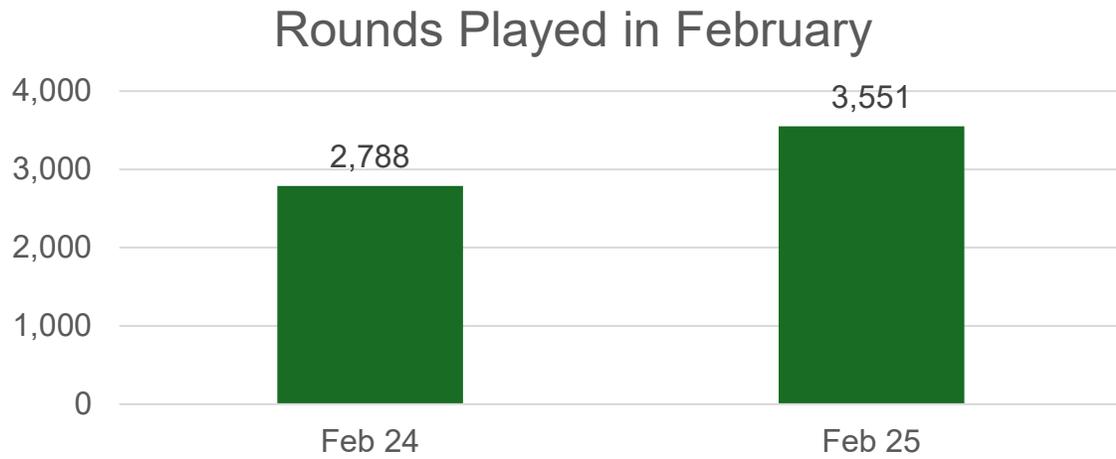
FY 25 - 26

216

PARTICIPANTS

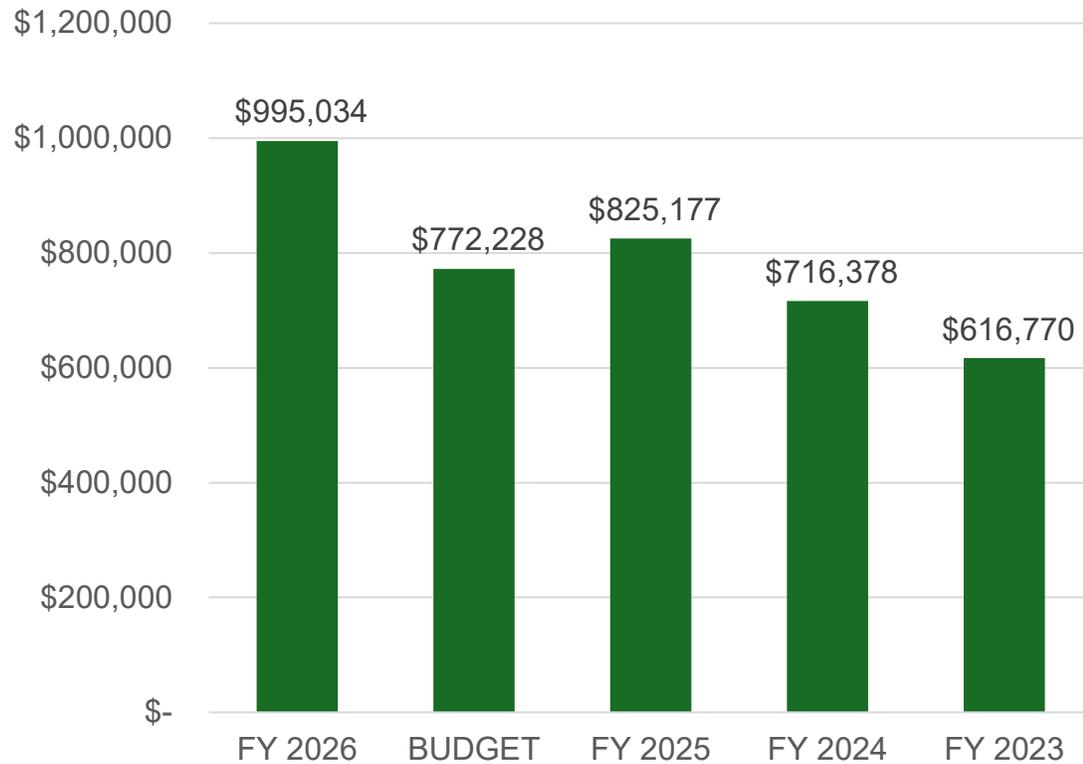


Hidden Creek Golf Course- February Comparisons

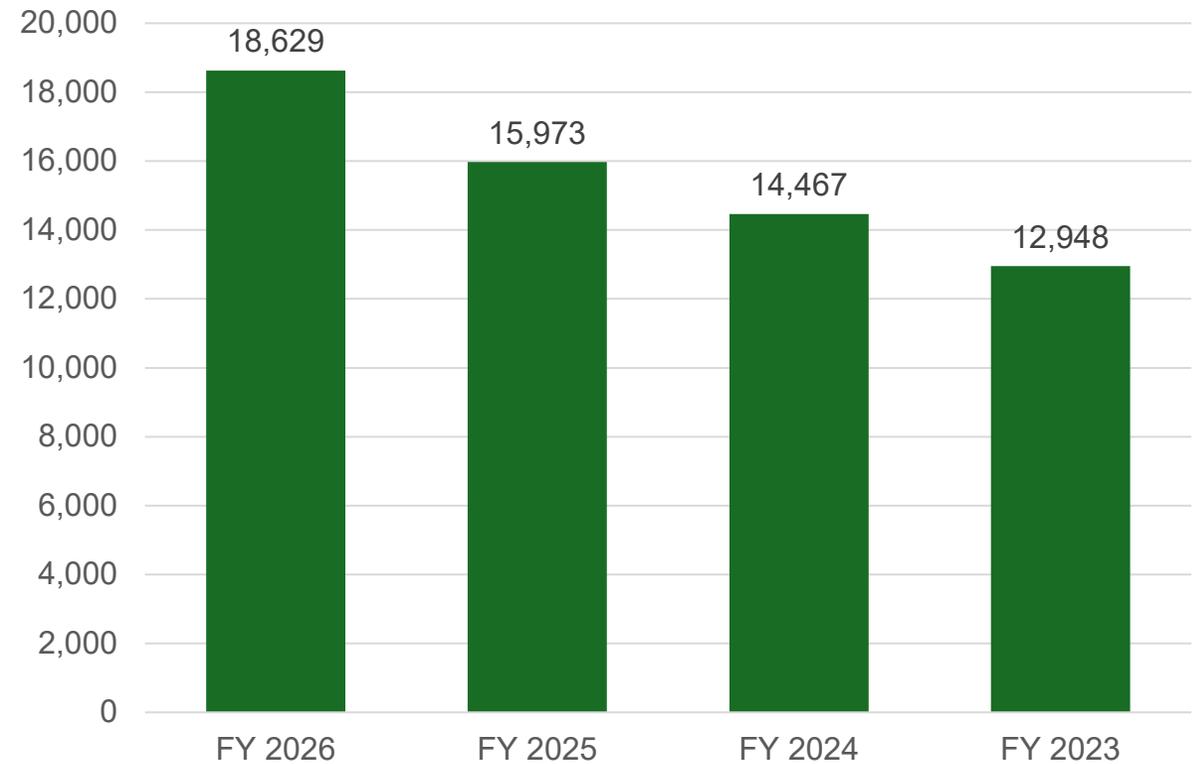


Hidden Creek Golf Course- Year to Date

Revenue YTD October - February

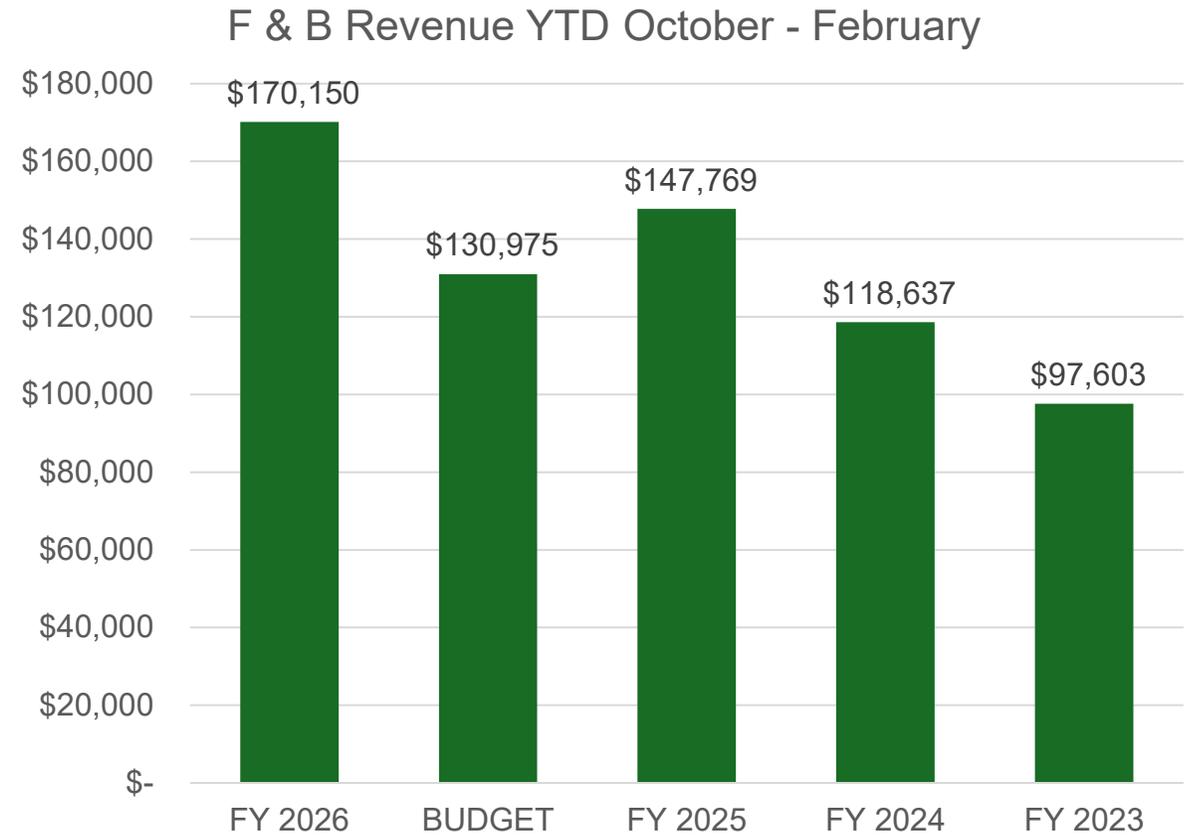
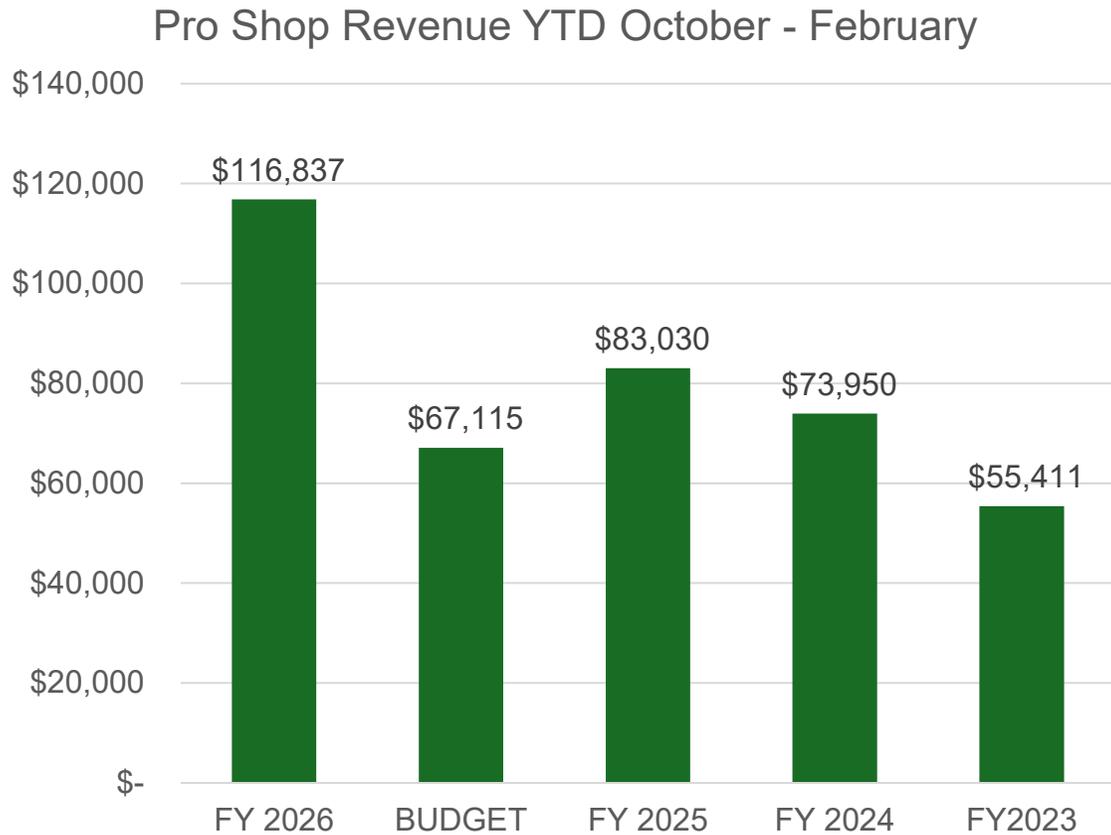


Rounds Played YTD October- February

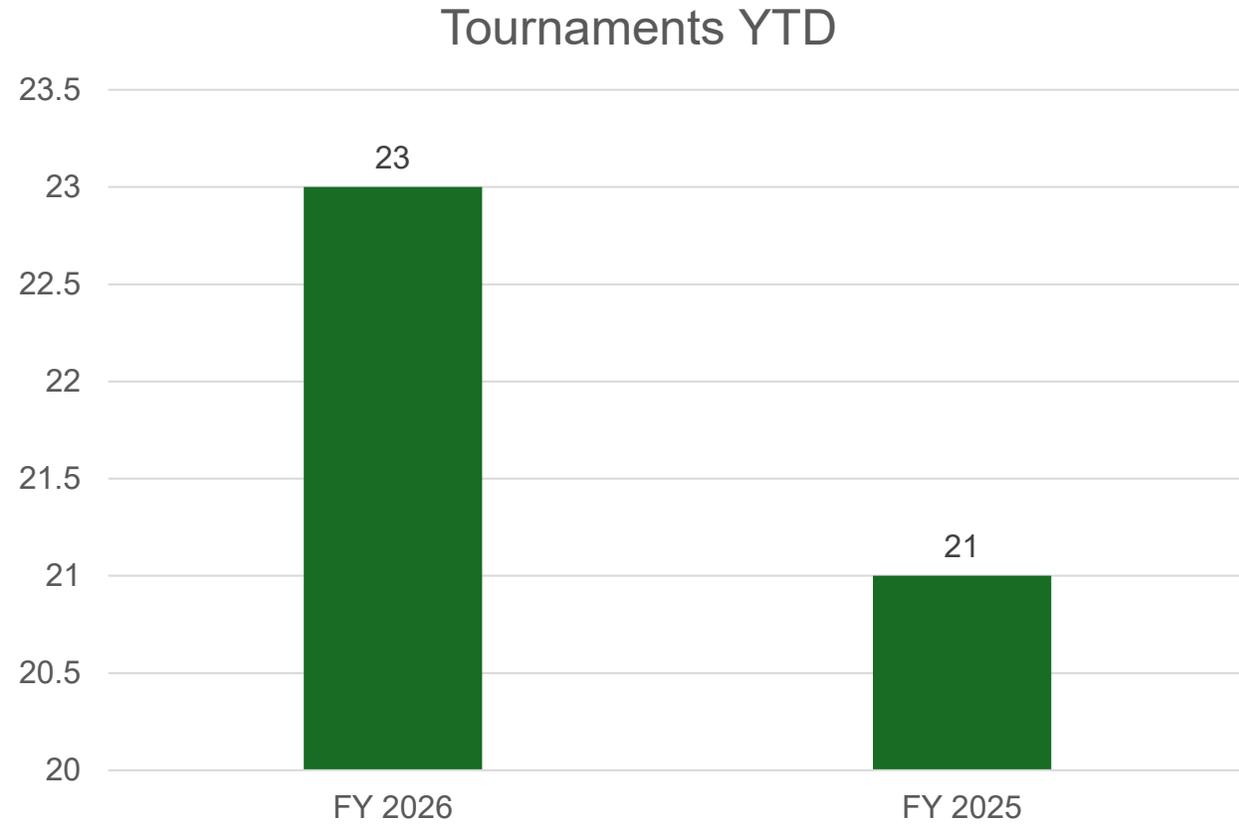


Hidden Creek Golf Course- Pro Shop and FB Revenue Year to Date

Item B.



Hidden Creek Golf Course- Tournaments

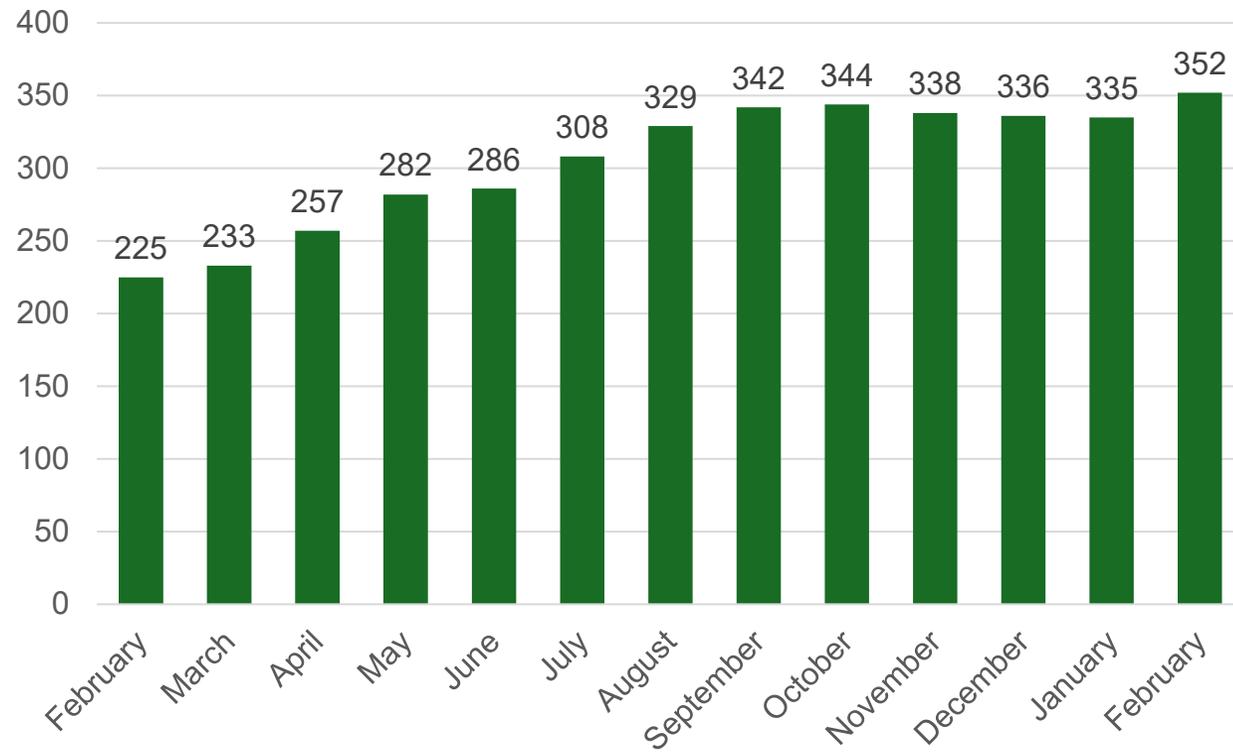


Golf-Memberships

Item B.

— 352 Current Members

Players Club Members



CAPITAL PROJECTS *UPDATES*

CAPITAL PROJECTS: UPDATES



SHANNON CREEK NATURE PARK

BURLESON, TEXAS

2025.11.10

SHANNON CREEK

PROJECT BEING
PREPARED FOR
BIDDING PROCESS

WARREN PARK MASTER PLAN

PUBLIC ENGAGEMENT
AND SITE
INFORMATION
COLLECTION IN
PROGRESS

GREEN RIBBON: PHASE 1 AND 2

PHASE 1 - UNDER
CONSTRUCTION

PHASE 2 - CONSTRUCTION
DOCUMENTS - IN
PROGRESS

COMMUNITY PARK

PHASED 1
CONSTRUCTION
DOCUMENTS - IN
PROGRESS

GENERAL PARKS *UPDATES*

**BYA OPENING DAY:
FEBRUARY 28TH**

PARTNERSHIPS HIGHLIGHTS: SFC & CHISENHALL



PAST EVENTS
2D SPORTS –
FEB. 21-22
(70 TEAMS, 130 GAMES)

BYA OPENING
FEB. 28
(70 GAMES)

**UPCOMING
EVENTS:**

BYA SATURDAY: MAR 7
2D SPORTS:: MAR 14-15
2D SPORTS: MAR 21-22
BUNNY DAZE: MAR 28

**PRACTICE
RENTALS:**

JANUARY: 16
FEBRUARY: 417

**CONCESSION
HOT ITEMS:**

HOT DOGS – 823
BOTTLED WATER – 738
ICEE – 572
NANCHOS – 536
MINI MELTS - 429

**NEW
SPONSORSHIPS:**

WEBBS
LANDSCAPING
THE MAGIC MAESTRO
1ST NATIONAL BANK
JUSTIN BOOTS



**BCHS HS WINNER:
AINSLEIGH CRAIG**



**2026 THEME:
NOCTURNAL CREATURES**

PARK PARTNERSHIPS HIGHLIGHTS: KBB & BISA

Item B.

**TRASH BASH
REGISTRATION
IS NOW OPEN!**

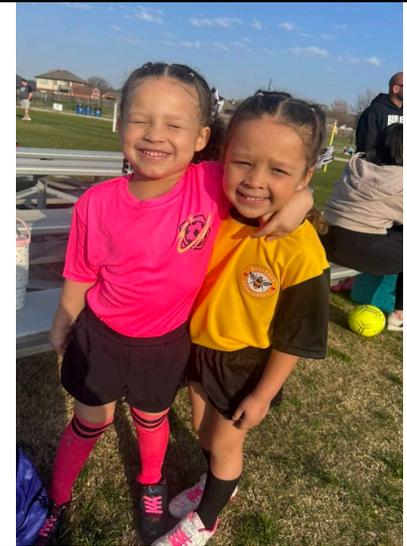
**DATE: APRIL 18
TIME: BEGINS AT
8:00AM**

**KBB TO RECEIVE
GOLD LEVEL
KEEP TEXAS
BEAUTIFUL
RECOGNITION!**

**KBB TO SET TO RELEASE
TWO NEW
COMMUNITY PROGRAMS:**

- 1. NEIGHBOR IN NEED**
- 2. BEST YARD IN BTX
PROGRAM**

KEEP BURLESON BEAUTIFUL



BISA OPENING DAY! - FEBRUARY 28

WINTER TRAINING: HIGHLIGHTS



- CPR refresher training
- North Texas Urban Forestry Conference
- Southwest Parks & Recreation Training Institute
- Bucket truck certification training
- Project U leadership training
- Tree Planting Lunch and Learn



Item B.

DEPARTMENT **COLLABORATION**: ENVIRONMENTAL SERVICES
TWO PART SESSION – NATIVE PLANTS AND SUSTAINABLE LANDSCAPING

WINTER PROJECTS: UPDATE

146 Projects Completed:

77% of Winter Work Plan Complete

- ✓ Work completed across 40+ locations
- ✓ Parks, trails, sports complexes, medians & facilities
- ✓ Focused on infrastructure, safety, and seasonal prep

Upcoming High Impact Project: Oak Valley Trail
Trail striping of the entire trail is planned; Additional signage referencing the associated ordinance and restrictions for motorized items has been installed; Trail etiquette video is forthcoming.

Item B.



OPERATIONS: *BY THE NUMBERS*

PLAYGROUND INSPECTIONS

35

3 MINOR REPAIRS:

BARTLETT PARK - LOOSE HANDRAILS

CEDR RDIGE - REPAIR ZIP LINE

CENTENNIAL - TIGHTENED BOLTS ON SEE-SAW

GRAFFTI ABATEMENTS

2

ELK RIDGE PARK



Item B.

Feedback / Questions



THE CITY OF
BURLESON
TEXAS
Parks and
Recreation

APRIL 2026

SUNDAY MONDAY TUESDAY WEDNESDAY THURSDAY FRIDAY SATURDAY

			1	2	3	4
			OPEN PLAY PICKLEBALL ROOTS & WINGS DIFFERENT ABILITIES		FUN CAMP RUSSELL FARM STORY TIME & FIRST FRIDAY FIELD TRIP OPEN PLAY PICKLEBALL SENSORY NIGHTS	RUSSELL FARM SKETCH GROUP & BOREN HOME TOURS AQUA EGG HUNT
5	6 PLAYMAKERS & PARENTS LINK UP	7 HOMESCHOOL PE LIGHTS, CAMERA, CREATE! OPEN PLAY PICKLEBALL	8 OPEN PLAY PICKLEBALL DIFFERENT ABILITIES MINI MOVERS & MUSIC SPORTS 101 VOLLEYBALL	9 HOMESCHOOL PE OFF SEASON - SOCCER BTX NIGHT HIKE	10 RUSSELL FARM STORY TIME OPEN PLAY PICKLEBALL SENSORY NIGHTS	11 RUSSELL FARM SKETCH GROUP
12 PICK UP CLUB	13 PLAYMAKERS & PARENTS	14 HOMESCHOOL PE LIGHTS, CAMERA, CREATE! OPEN PLAY PICKLEBALL	15 OPEN PLAY PICKLEBALL DIFFERENT ABILITIES SPORTS 101 VOLLEYBALL	16 HOMESCHOOL PE MOBILE REC - BASKETBALL TOURNAMENT	17 RUSSELL FARM STORY TIME OPEN PLAY PICKLEBALL SENSORY NIGHTS	18 RUSSELL FARM SKETCH GROUP
19	20 PLAYMAKERS & PARENTS	21 HOMESCHOOL PE LIGHTS, CAMERA, CREATE! OPEN PLAY PICKLEBALL	22 EARTH DAY CELEBRATION OPEN PLAY PICKLEBALL MINI MOVERS & MUSIC DIFFERENT ABILITIES SPORTS 101 VOLLEYBALL	23 HOMESCHOOL PE	24 ARBOR DAY CELEBRATION RUSSELL FARM STORY TIME OPEN PLAY PICKLEBALL LUNCH BREAK!!! SENSORY NIGHTS	25 FAMILY CAMPOUT RUSSELL FARM SKETCH GROUP & FARM FRESH ART WORKSHOP BTX OFF ROAD RALLY
26 FAMILY CAMPOUT	27 PLAYMAKERS & PARENTS	28 HOMESCHOOL PE LIGHTS, CAMERA, CREATE! OPEN PLAY PICKLEBALL	29 OPEN PLAY PICKLEBALL DIFFERENT ABILITIES	30 HOMESCHOOL PE		
PICK UP CLUB						