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Thursday, December 14, 2023  
6:00 PM

City Hall 141 W Renfro  
Burleson, TX 76028

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1. **CALL TO ORDER**

2. **GENERAL**

- A. Consider approval of the minutes from the November 9, 2023 meeting. (*Staff presenter: Kerry Montgomery, Senior Administrative Secretary*)
- B. Consider recommending approval of a contract with Don Smith Concrete for ITB 2024-001 Oak Valley South Trail in the amount of \$114,708. (*Staff Presenter: Daniel Shafer, Parks Superintendent*)
- C. Recommend amending the fee schedules within the Parks Performance Fund. (*Staff Presenter: Jen Basham, Director of Parks and Recreation*)
- D. December Programming Calendar attached.

3. **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.

4. **REPORTS AND PRESENTATIONS**

- A. Receive the November 2023 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 8th of December 2023, 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.

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## Park Board

**DEPARTMENT:** Parks and Recreation

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

**MEETING:** December 14, 2023

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**SUBJECT:**

Consider approval of the minutes from the September 14, 2023. *(Staff presenter: Kerry Montgomery, Senior Administrative Secretary)*

**SUMMARY:**

**OPTIONS:**

- 1) Approve as presented
- 2) Approve with changes

**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

## BURLESON PARKS ADVISORY BOARD

November 9, 2023

## MINUTES

DRAFT

Call to Order – 6:01 PM

Roll Call

Board Members Present

Matthew Quinn  
 Chris Schott  
 Shannan Sutter  
 Sherry Scott  
 Lindsey Cobb  
 Nathan Nakamura  
 Tyler Knox

Board Members Absent

Michael Massey  
 Ashli Logan

Staff in Attendance:

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

Guests

None

**1. Call to order: 6:01 PM****2. General**

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

Chris Schott made a motion to accept the minutes as presented. Shannan Sutter seconded the motion. The motion passed 7-0, with Michael Massey and Ashli Logan being absent.

**B. Receive a report, hold a discussion, and provide staff feedback regarding a financial overview of the Parks Performance Fund. (Staff presenter: Jen Basham, Director of Parks and Recreation)**

The Parks Performance Fund allocates revenues and expenditures for the Burleson Recreation Center, Russell Farm, and Athletics. These areas generate revenue and the remaining balance to cover expenditures is subsidized by 4B funds. Staff presented an overview of revenue and expenditures over the past few years and recommended fee updates for the upcoming budget year. Most members were supportive of 10% increase across the board in fees. Some recommended 15% increase. Begin with 10% this year and 5% the following year. Two members thought we should increase by 15% now, so we do not

have to increase again the next year or beyond, but were willing to compromise at 10%. A discussion followed.

**3. Citizen Appearances**

None

**4. Reports and discussion items:**

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

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

**B. Community Announcements**

The board received a calendar of events for November 2023.

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

Second dog park proposal was requested.

**Adjourn:**

There being no further business, Chairperson, Matthew Quinn adjourned the meeting.  
Time – 8:10 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:** December 14, 2023

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**SUBJECT:**

Consider recommending approval of a contract with Don Smith Concrete for ITB 2024-001 Oak Valley South Trail in the amount of \$114,708. (*Staff Presenter: Daniel Shafer, Parks Superintendent*)

**SUMMARY:**

Project for the construction of a 6-foot concrete trail with flume extension, headwall, and ramp connecting Oak Valley Estates Phases 6 and 7 to the Oak Valley Trail at Hidden Creek Parkway via Oak Valley South Park.

**RECOMMENDATION:**

- 1) Approve as presented or with modifications
- 2) Deny request

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

Approval of a minute order rejecting bids for ITB 2023-022 Oak Valley Park South Trail at City Council on October 2, 2023.

**FISCAL IMPACT:**

The total \$114,708 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

# Oak Valley South Connector Trail

Parks Board: December 14, 2023

# Overview

- Background
- Project Scope
- Site Plan
- Bid Summary
- Timeline
- Action Options



# Background

- In 2022 staff received a request to research a project that was originally designed in 2018 to see if the project could be constructed
- The plans found were incomplete and needed to be updated. Staff worked with our City engineering department to update the plans in-house
- The project now includes a 6-foot concrete path connecting Oak Valley Estates connector path to Oak Valley South Park

# Project Scope

- Excavation, grading, and disposal
- Install 505 linear feet of 6 ft wide concrete sidewalk on compacted subgrade
- Pipe handrail
- Concrete flume
- Steel plate flume crossing
- Restoration with Bermuda sod and temporary irrigation to establishment
- Grouted rip-rap at drainage areas



# Site Plan











Existing Connection path to Oak Valley Estates



Connection point to existing sidewalk along Hidden Creek Pkwy



Crosswalk connecting Oak Valley Estates to Oak Valley Trail

# Bid Summary



- Invitation to bid issued with 6 submissions received
- Bid range:
  - High: \$169,941.07
  - Median: \$121,750
  - Low: \$104,280
- Recommended award:
  - Contractor: Don Smith Concrete
    - Bid: \$104,280
    - 10% contingency: \$10,428
    - Total award: \$114,708
    - Original Budget: \$260,000
- Funding source: 4B Bonds

# Estimated Timeline





# Options

Staff recommendation



Recommend awarding a contract to Don Smith Concrete in the amount of \$114,708 for the construction of Oak Valley South Connector Trail



Deny recommending to award a contract to Don Smith Concrete in the amount of \$114,708 for the construction of Oak Valley South Connector Trail



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## Park Board

**DEPARTMENT:** Parks and Recreation

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

**MEETING:** December 14, 2023

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**SUBJECT:**

Recommend amending the fee schedules within the Parks Performance Fund.  
(Staff Presenter: Jen Basham, Director of Parks and Recreation)

**SUMMARY:**

The Parks Performance Fund allocates revenues and expenditures for the Burleson Recreation Center, Russell Farm, and Athletics. These areas generate revenue and the remaining balance to cover expenditures is subsidized by 4B funds. Staff has prepared membership, rental, and program fee updates for the current year to support the PPF.

Membership Fees: Increase 10%

Day Passes: Add Non-Resident Rate

BRiCk General Program Fees: Increase 25%

Camp Fees: Increase 5%

BRiCk Rental Fees: Increase 10%

Russell Farm Rentals: Increase 10%

Russell Farm Educational Field Trip: \$5/child

Park Pavilion Rentals: Increase \$5/hour

Fee schedule attached

**RECOMMENDATION:**

- 1) Recommend approval
- 2) Deny request

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

City Council and Park Board were in support of amending fees.

**FISCAL IMPACT:**

Total impact to overall PPF subsidy: projected decrease of 3.9%.

**STAFF CONTACT:**

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

## BRICK MEMBERSHIP & RENTAL FEE AMENDMENT

BRICK MEMBERSHIPS	CURRENT FEES	PROPOSED FEES
<b>Resident Rate</b>	<b>(Annual Contract/Monthly Draft/1 Month)</b>	<b>(Annual Contract/Monthly Draft/1 Month)</b>
Youth (3-15 yrs.)	\$235/\$25/\$30	\$235/\$25/\$30
Adult	\$330/\$35/\$40	\$363/\$39/\$44
Senior (62 & Up)	\$280/\$30/\$35	\$308/\$33/\$39
Family	\$505/\$50/\$65	\$556/\$55/\$72
<b>Non-Resident Rate</b>	<b>(Annual Contract/Monthly Draft/1 Month)</b>	<b>(Annual Contract/Monthly Draft/1 Month)</b>
Youth (3-15 yrs.)	\$315/\$30/\$40	\$315/\$30/\$40
Adult	\$440/\$45/\$55	\$484/\$50/\$61
Senior (62 & Up)	\$380/\$40/\$50	\$418/\$44/\$55
Family	\$680/\$70/\$85	\$748/\$77/\$94
<b>Military/First Responder Rate</b>	<b>(Annual Contract/Monthly Draft/1 Month)</b>	<b>(Annual Contract/Monthly Draft/1 Month)</b>
Youth (3-15 yrs.)	\$185/\$20/\$25	\$185/\$20/\$25
Adult	\$260/\$25/\$35	\$286/\$28/\$39
Senior (62 & Up)	\$225/\$23/\$30	\$248/\$25/\$33
Family	\$405/\$40/\$50	\$446/\$44/\$55
<b>Corporate/Educator Rate</b>	<b>(Annual Contract/Monthly Draft/1 Month)</b>	<b>(Annual Contract/Monthly Draft/1 Month)</b>
Adult	\$285/\$30/\$35	\$314/\$33/\$39
Senior (62 & Up)	\$245/\$25/\$30	\$270/\$28/\$33
Family	\$445/\$45/\$60	\$490/\$50/\$66
<b>Punch Pass Rate</b>	<b>(5 Day/10 Day)</b>	<b>(5 Day/10 Day)</b>
Youth (3-15 yrs.)	\$20/\$25	\$20/\$25
Adult	\$25/\$30	\$28/\$33
Senior (62 & Up)	\$22/\$27	\$24/\$30
Family	\$35/\$40	\$39/\$44

<b>DAY PASSES</b>	<b>CURRENT FEES</b>	<b>PROPOSED FEES</b>
<b>Daily Guest Rate</b>	<b>(Individual/Military, First Responder, Educator)</b>	<b>(Resident/Non-Resident/Military, First Responder, Educator)</b>
Daily Pass 3 & Up	\$8/\$6	\$8/\$10/\$6
Family Day Pass (up to 4)	\$20/\$15	\$20/\$25/\$15
Groups of 15+	\$6 each/\$4 each	\$6 each/\$8 each/\$4 each
<b>Outdoor Swimming Pool - Daily Guest Rate</b>	<b>(Individual)</b>	<b>(Resident/Non-Resident)</b>
Daily Passes - Youth (Age 3-15)	\$3	\$3/\$5
Daily Passes - Adult (Age 16-61)	\$4	\$4/\$6
<b>BRICK RENTALS</b>	<b>CURRENT FEES</b>	<b>PROPOSED FEES</b>
<b>Meeting Room Rentals</b>	<b>(Deposit/Member or Resident/Non-Resident)</b>	<b>(Deposit/Member or Resident/Non-Resident)</b>
Meeting Room Avor B (1,400 square feet)	\$50/\$45 per hour/\$61 per hour	\$50/\$50 per hour/\$67 per hour
Both Meeting Rooms (2,800 square feet)	\$50/\$80 per hour/\$108 per hour	\$50/\$88 per hour/\$119 per hour
After Hours Fee	<b><i>\$30/hr in addition to rental fees listed above</i></b>	<b><i>\$30/hr in addition to rental fees listed above</i></b>
<b>Gymnasium Rentals</b>	<b>(Deposit/Member or Resident/Non-Resident)</b>	<b>(Deposit/Member or Resident/Non-Resident)</b>
Half Court	\$50/\$25 per hour/\$46 per hour	\$50/\$28 per hour/\$51 per hour
Full Court	\$50/\$35 per hour/\$61 per hour	\$50/\$39 per hour/\$67 per hour
Two Full Courts	\$50/\$65 per hour/\$108 per hour	\$50/\$72 per hour/\$119 per hour
After Hours Fee	<b><i>\$30/hr in addition to rental fees listed above</i></b>	<b><i>\$30/hr in addition to rental fees listed above</i></b>
<b>Group Fitness</b>	<b>(Deposit/Member or Resident/Non-Resident)</b>	<b>(Deposit/Member or Resident/Non-Resident)</b>

Group Exercise Room Rental - Max 25 guests	\$50/\$25 per hour/\$35 per hour	\$50/\$28 per hour/\$39 per hour
After Hours Fee	<b><i>\$30/hr in addition to rental fees listed above</i></b>	<b><i>\$30/hr in addition to rental fees listed above</i></b>
<b>Indoor Aquatics / Party Rooms</b>	<b>(Deposit/Member or Resident/Non-Resident)</b>	<b>(Deposit/Member or Resident/Non-Resident)</b>
Pool Party Room - Max 25 guests	\$50/\$50 per hour/\$81 per hour	\$50/\$55 per hour/\$89 per hour
Pool Party Room - Max 50 guests	\$50/\$95 per hour/\$142 per hour	\$50/\$105 per hour/\$156 per hour
Private party without slide - Max 485 guests	\$50/\$262.50 per hour/\$287.50 per hour	\$50/\$261 per hour/\$289 per hour
Private party with slide - Max 485 guests	\$50/\$237.50 per hour/\$262.50 per hour	\$50/\$289 per hour/\$316 per hour
Sundeck - 50 max	\$50/\$70/\$108	\$50/\$77/\$119
<b>Outdoor Pool Rental/Private Parties:</b>	<b>(Deposit/Member or Resident/Non-Resident)</b>	<b>(Deposit/Member or Resident/Non-Resident)</b>
0-49 attendees/ guests	\$50/\$65 per hour/\$75 per hour	\$50/\$72 per hour/\$83 per hour
50-149 attendees/ guests	\$50/\$75 per hour/\$85 per hour	\$50/\$83 per hour/\$94 per hour
<b>Party Packages: Meeting Room A or B (2 hours)</b>	<b>(Deposit/Fee)</b>	<b>(Deposit/Fee)</b>
Basic - 1 Activity (24 participants)	\$50/\$225	\$50/\$248
Additional Activity (Pool or Gym/Boulder)	\$0/\$30	\$0/\$30
Additional Guests	\$5 each	\$5 each

## BRICK PROGRAMS & CAMP

**General Program Fee: 25% increase (\$6-\$8 more)**

**Camp Fee: 5% increase (\$6-\$8 more)**

PAVILION RENTALS	CURRENT FEES	PROPOSED FEES
<b>Pavilion Rental</b>	<b>Member or Resident/Non-Resident)</b>	<b>Member or Resident/Non-Resident)</b>
Park Pavilion (Bailey, Centennial, Mistletoe, or Warren)	\$10 per hour/\$15 per hour	\$15 per hour/\$20 per hour

RUSSELL FARM RENTALS	CURRENT FEES	PROPOSED FEES
<b>Chesapeake Building</b>	<b>Resident or Non-Resident)</b>	<b>Resident or Non-Resident)</b>
8 a.m. - 5 p.m.	\$50 per hour	\$55 per hour
5 p.m. - 11 p.m.	\$71 per hour	\$78 per hour
<b>Hay Barn</b>	<b>Resident or Non-Resident)</b>	<b>Resident or Non-Resident)</b>
8 a.m. - 5 p.m.	\$31 per hour	\$34 per hour
5 p.m. - 11 p.m.	\$53 per hour	\$58 per hour
<b>Baker Building</b>	<b>Resident or Non-Resident)</b>	<b>Resident or Non-Resident)</b>
8 a.m. - 5 p.m.	\$38 per hour	\$42 per hour
5 p.m. - 11 p.m.	\$59 per hour	\$65 per hour
<b>RUSSELL FARM EDUCATIONAL FIELD TRIP</b>		
<b>\$5 fee per child</b>		

# PPF FEE AMENDMENT

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PARK BOARD DECEMBER 14, 2023

STAFF PRESENTER: JEN BASHAM, DIRECTOR OF PARKS AND RECREATION



Item C.

# PRESENTATION POINTS

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1. Background
2. BRiCk Fees
3. Rentals
4. Summary
5. Direction & Feedback



# BACKGROUND

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PARK BOARD  
REVIEWED: NOV.  
9, 2023

COUNCIL REVIEWED  
WITH PARK BOARD  
RECOMMENDATIONS:  
NOV. 13, 2023

STAFF  
RECOMMENDATIONS  
PROPOSED TO PARK  
BOARD: DEC. 14, 2023

PARK BOARD APPROVED  
RECOMMENDATIONS  
PROPOSED TO COUNCIL:  
JAN. 8, 2023

# BRICK FEES - MEMBERSHIPS & DAY PASSES

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Membership Fee Increase (annuals, monthly drafts and fixed duration 1-month memberships)

- 10% Increase - Additional \$143,921 per year

Day Pass: Create Non-Resident Rate

- \$2 Increase for Individual (Est. 80% of sales) - Additional \$27,785
- \$5 Increase for Family (Est. 20% of sales) - Additional \$6,696
- \$2 Increase for Group Rates

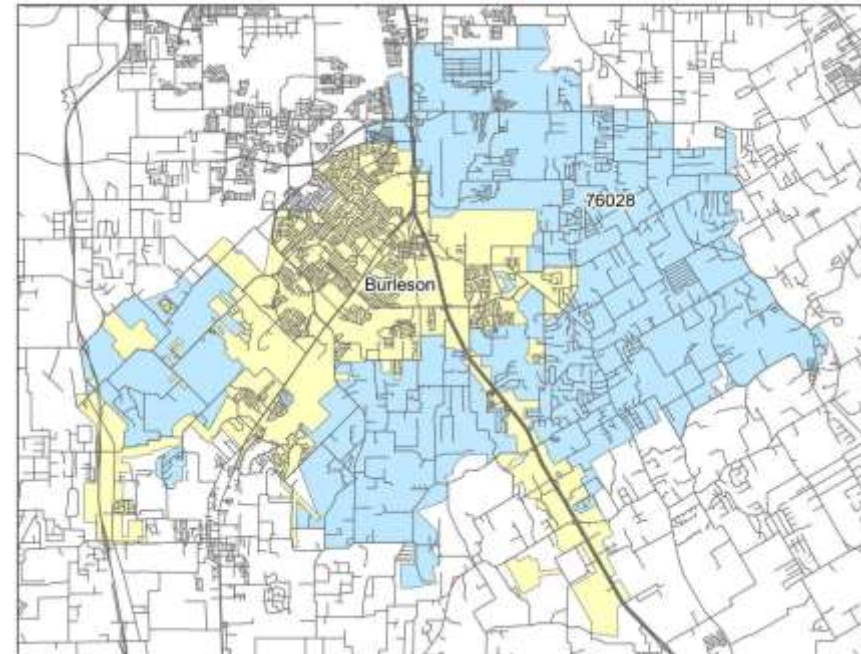
\*Due to timeliness of residency verification process, residency for Day Passes will be determined by a Burleson address.

# MEMBERSHIP FEES

BRICK MEMBERSHIPS	CURRENT FEES	PROPOSED FEES
<b>Resident Rate</b>	<b>(Annual Contract/Monthly Draft/1 Month)</b>	<b>(Annual Contract/Monthly Draft/1 Month)</b>
Youth (3-15 yrs.)	\$235/\$25/\$30	\$235/\$25/\$30
Adult	\$330/\$35/\$40	\$363/\$39/\$44
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Senior (62 & Up)	\$22/\$27	\$24/\$30
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# DAY PASS FEES

DAY PASSES	CURRENT FEES	PROPOSED FEES
<b>Daily Guest Rate</b>	<b>(Individual/Military, First Responder, Educator)</b>	<b>(Resident/Non-Resident/ Military, First Responder, Educator)</b>
Daily Pass 3 & Up	\$8/\$6	\$8/\$10/\$6
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Daily Passes - Youth (Age 3-15)	\$3	\$3/\$5
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*This map displays all areas in blue with a Burleson address but are considered non-resident*

# BRICK FEES - PROGRAMS

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## Program Fee Increases:

- 25% overall program increase (\$6-8 increase) - Additional \$10,837.50 per year
  - 5% camp enrollment increase (\$6-8 increase) - Additional \$11,662.50 per year
  - 2024 Total Potential Revenue Increase - \$22,500.00
- Day Pass:  
Create Non-Resident Rate

# RENTALS

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## BRiCk Rental Fees:

- 10% Increase - Additional \$17,633

## Pavilion Rental Fees:

- \$5 increase/hour - Additional \$13,805

## Russell Farm Rental Fees:

- 10% Increase - Additional \$20,244

## Russell Farm Educational Field Trip Fee:

- \$5 per child

# BRICK RENTAL FEES

BRICK RENTALS	CURRENT FEES	PROPOSED FEES
<b>Meeting Room Rentals</b>	<b>(Deposit/Member or Resident/Non-Resident)</b>	<b>(Deposit/Member or Resident/Non-Resident)</b>
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<b>Outdoor Pool Rental/Private Parties:</b>	<b>(Deposit/Member or Resident/Non-Resident)</b>	<b>(Deposit/Member or Resident/Non-Resident)</b>
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Basic - 1 Activity (24 participants)	\$50/\$225	\$50/\$248
Additional Activity (Pool or Gym/Boulder)	\$0/\$30	\$0/\$30
Additional Guests	\$5 each	\$5 each

# RUSSELL FARM & PAVILION RENTAL FEES

PAVILION RENTALS	CURRENT FEES	PROPOSED FEES
<b>Pavilion Rental</b>	<b>Member or Resident/Non-Resident)</b>	<b>Member or Resident/Non-Resident)</b>
Park Pavilion (Bailey, Centennial, Mistletoe, or Warren)	\$10 per hour/\$15 per hour	\$15 per hour/\$20 per hour
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<b>Baker Building</b>	<b>Resident or Non-Resident)</b>	<b>Resident or Non-Resident)</b>
8 a.m. - 5 p.m.	\$38 per hour	\$42 per hour
5 p.m. - 11 p.m.	\$59 per hour	\$65 per hour



# SUMMARY

## **Implementation: March 1, 2024**

*All projections and data reflects 1 full fiscal year*

Total impact to overall PPF subsidy: **Projected decrease of**

BRiCk Membership Fees: 10% increase

- Additional \$143,921 per year

Day Pass: Add Non-Resident Rate

- Additional \$34,481 per year

BRiCk Program Fees: 25% program and 5% camp increase

- Additional \$22,500 per year

BRiCk Rental Fees: 10% increase

- Additional \$17,633 per year

Pavilion Rental Fees: \$5 increase per hour

- Additional \$4,393 per year

Russell Farm Rental Fees: 10% increase

- Additional \$2,024 per year

Russell Farm Educational Field Trip Fees: \$5 per child

- Additional \$1,250 per year



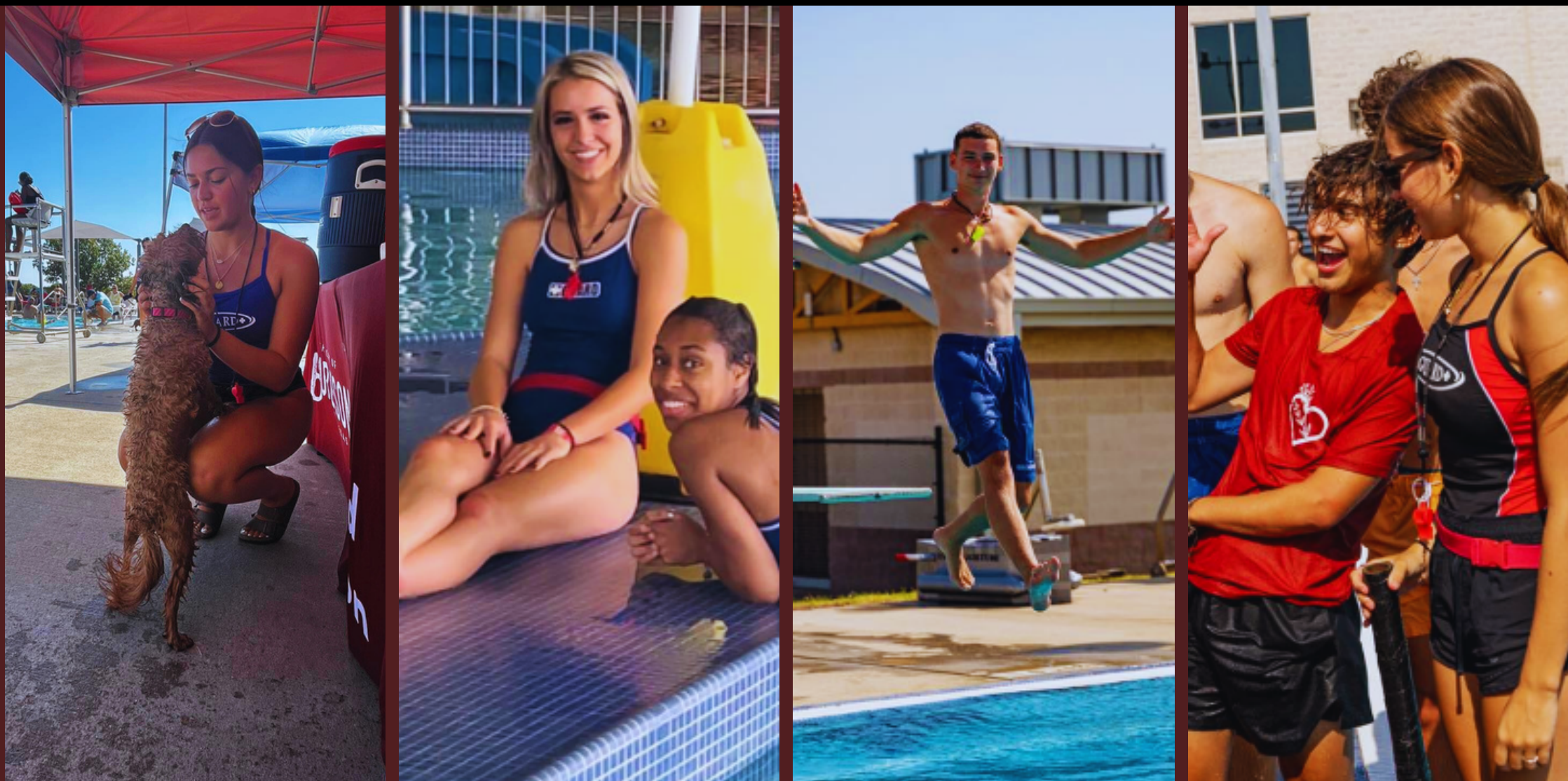


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# DIRECTION & FEEDBACK



# DECEMBER 2023



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
					1	2 BTX-Mas Santa's Breakfast
3	4 Sporties for Shorties	5 Homeschool PE Gymnastics	6 Nights of Lights Sporties for Shorties	7 Homeschool PE Nights of Lights Gymnastics	8 Nights of Lights	9 Christmas on the Farm Nights of Lights
10	11 Sporties for Shorties	12 Homeschool PE Gymnastics	13 Sporties for Shorties	14 Homeschool PE Gymnastics	15	16
17	18 Sporties for Shorties	19 Gymnastics	20	21 Winter Camps	22 Winter Camps	23
24	25 Merry Christmas!	26 Winter Camps	27 Winter Camps	28 Winter Camps	29 Winter Camps	30

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## Park Board

**DEPARTMENT:** Parks and Recreation

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

**MEETING:** November 9, 2023

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**SUBJECT:**

Receive the November 2023 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



# Departmental Updates

Parks Board- December 2023

CHARLI'S  
BAKERY SHOP

MUFFINS  
COOKIES  
AND  
FRIENDZIES

## Rec Special Events

Item A.



### Event Recaps:

Far Out Family Camp Out at Russell Farm Art Center: November 11 (52 participants)

Military Veterans Tribute, Ruck, and Car Show: November 11 (Est. attendance: 250)

Fall Fest at the Farm and Kids Farmer Market: November 17 (Estimated attendance: 1200)

2023 Santa's Breakfast: December 2 (960 registered; 637 (2022 - 323 ticket increase)

BTX-Mas: Christmas Parade, Treelighting, and Drone Show: December 2 (Est. attendance: 8,000)



### Upcoming Events:

Russell Farm Nights of Lights (BISD Light Show addition): December 6-9

Russell Farm Christmas on the Farm and Kids Farmers Market - December 9





FAR OUT FAMILY CAMP OUT AT RUSSELL FARM ART CENTER



Item A.

MILITARY VETERANS TRIBUTE



FALL FEST AND KIDS FARMER MARKET



SANTA'S BREAKFAST



BTX-MAS

# Rec Programs

Item A.



## Athletic News:

### Current Athletics:

In season: Basketball, Softball (both leagues maxed), and Volleyball (8 teams registered)

### Upcoming Athletics:

Co-ed Doubles Pickleball Tournament: March 2, 2024



## Program News:

### Current Fall Programming:

Homeschool PE (27 registered), Sporties for Shorties (12 registered), Gymnastics (38 registered), and Women's self defense (14 registered); Thanksgiving Camp (25 registered)

### Upcoming Program News:

BTC Off Road Rally, January 27, 2024 *(added age bracket)*



## 2023-24 Winter Guide

The Winter Community Guide edition covering December 2023 through February 2024 is available. The guide includes programming, services, park, and facility information for the Winter season.



# Russell Farm Art Center

Item A.

## Youth Program News:

- **November Field Trips:**  
Clinkscale Elementary LifeSkills (Nov. 2)  
12 participants  
Crowley Schole Homeschool Group (Nov. 10)  
40 participants
- **Upcoming Winter Art Camps:**  
December 21 and 26

## Adult/Family Program News:

- **Adult Art Series:** avg. 5 artist/Saturday
- **Holiday Jam canning:** Nov. 18, 16 registered

## Events (Recap and Upcoming):

- **November 11:** Far Out Family Camp Out  
52 participants
- **November 17:** Fall Fest  
1200 participants
- **Upcoming:** Nights of Lights (December 6) and  
Christmas on the Farm (December 9)

## General Farm Updates:

- **Continued outreach / partnerships:** Center for ASD and BISD transitional adults - Provided gardening, wood shop, and animal care education on a monthly basis.



FALL FEST AND KIDS FARMERS MARKET:  
50+ CHILDREN VENDORS

# Marketing and Community Engagement

Quick Stats as of 12/7:

Facebook Followers:

17,356

(171 follower increase)

Instagram Followers:

1,532

(41 follower increase)

Constant Contact Subscribers:

5,118



Item A.

Facebook Highlight: Bailey Lake Trout Stocking

Reach - 19,219; Reactions - 281;

Comments - 80; Shares - 52

42

November High Performing Content

# Pride in YOUR Parks: Wrap Up

Educate, Engage, and Encourage

## Pride in YOUR Parks Social Media Metrics Report

\* Last Updated: Dec. 6, 2023

	Facebook	Instagram
Likes	244	75
Video Views	4,530	1,902
Shares	32	16
Reach	13,872	9,762
Comments	22	13

- Campaign Start Date: November 6, 2023
- Campaign End Date: December 8, 2023
- \* Total Posts to Date: 10
- Non-Videos: 4 | Videos: 6

### Metrics Report Highlights

**Highlights:** Overall Reach (23,634) and Video Views (6,432)

Meet our irrigation technician, Philip! Along with our other irrigation technicians, Philip does an incredible job at making sure our irrigation systems are functioning properly, and that our trees, grass, and turf are watered adequately! Although we take pride in making sure our irrigation systems are working correctly, if you notice anything out of the ordinary while enjoying our outdoor spaces, please report your concerns to <https://pplg.ly/turlewood311> or call 311. See more



### Video Publications

**Included:** Educational pieces by parks staff, small gesture clean up content, and ways to report items that need to be addressed.

### Campaign Goals:

Introduce staff to our community

Item A.

Encourage pride and ownership in our parks system

Encourage park user reporting



### Post Publications

**Included:** Parks Family Scavenger Hunt (136 submissions), informational infographics.



## Parks and Recreation Award Recognitions

The Parks and Recreation department received two awards on December 6, 2023 from the Texas Recreation and Parks Society of North Texas. The awards received are listed below. Several submissions are received from cities surrounding the DFW area and North Texas region.



Arts and Humanities Programming Achievement & Park Maintenance Achievement Award



## **BRiCk - Projects**

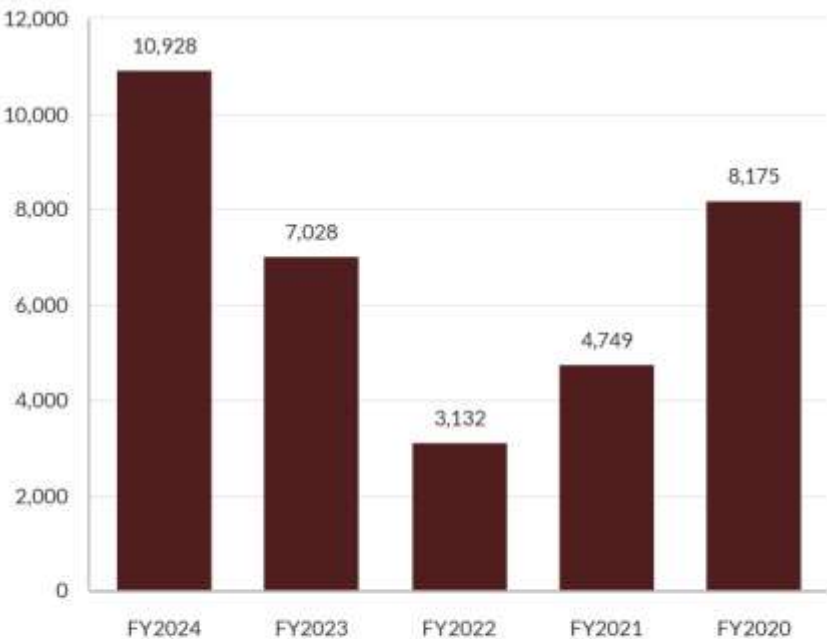
*Item A.*

1. Finalizing selection of Construction Manager at Risk,  
2 vendors responded to the RFP
  - Lobby Remodel
  - Desert Aire Replacement
  - HVAC Replacement
  - Indoor Pool Replaster
  - Indoor Pool Sand Filter Replacement
2. Replace protective gym floor covering - Acquiring bids
3. Replace lockers in women's locker room  
- Acquiring bids

# BRiCk- Memberships and Programs

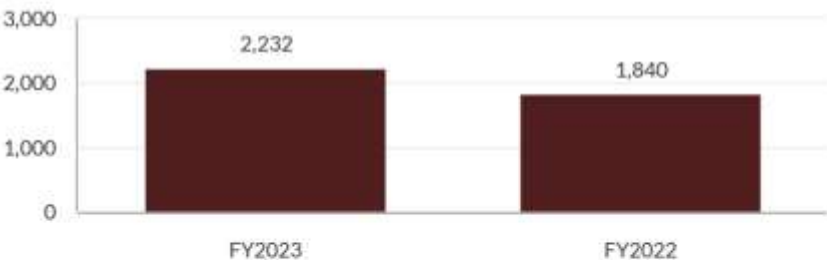
Item A.

November Memberships

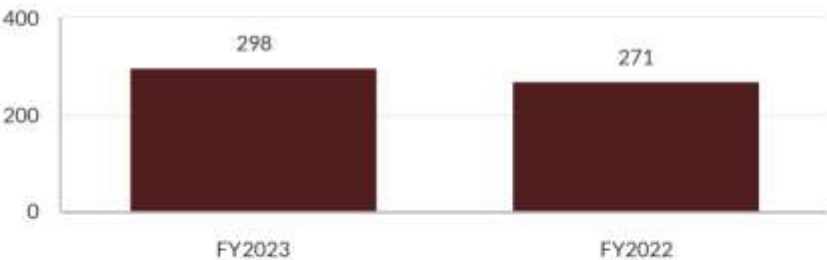


Membership numbers from June 2023 onward now include all individual members of a family membership.

November - Fitness



November - Programs (includes Russell Farm Art Center)



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

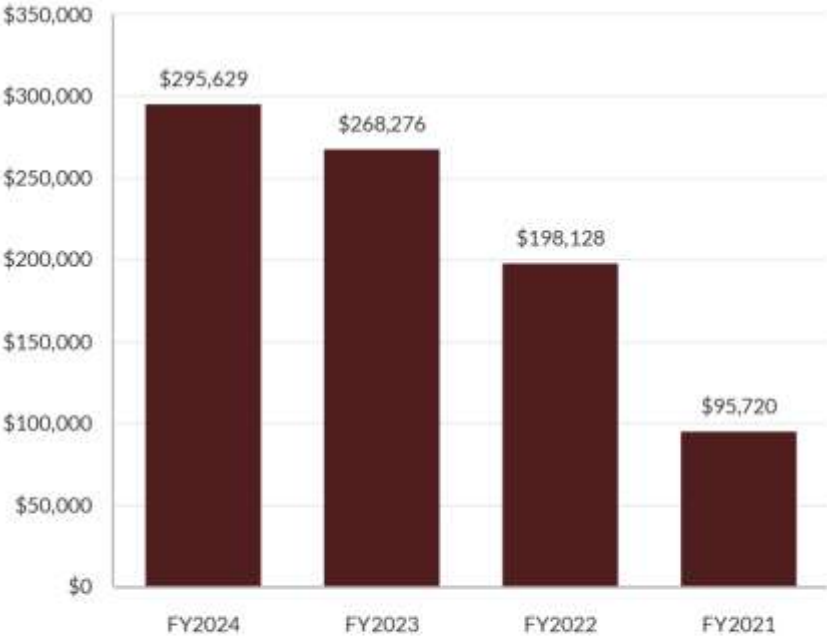
# BRiCK-Revenue

Item A.

November



Year to Date (Accruals not included for current FY)

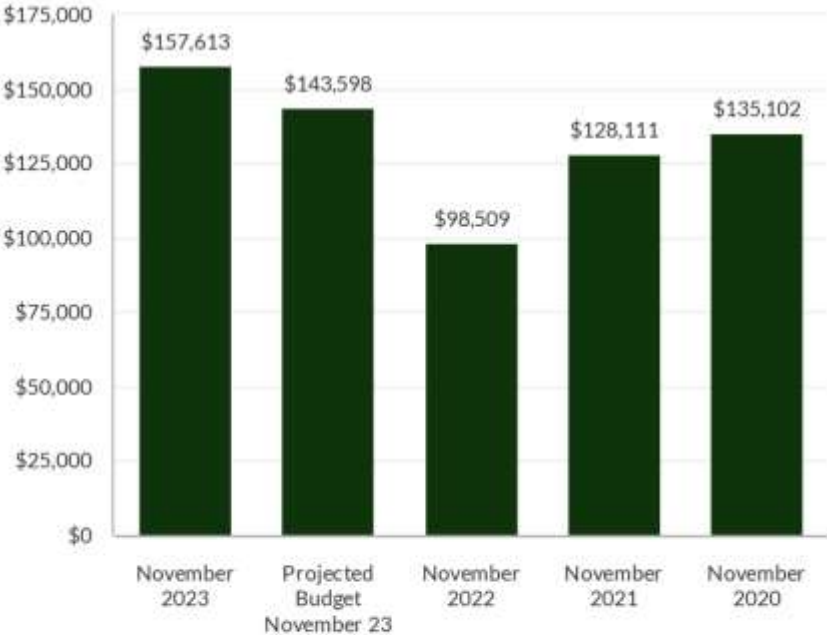




# Golf- November Comparisons

Item A.

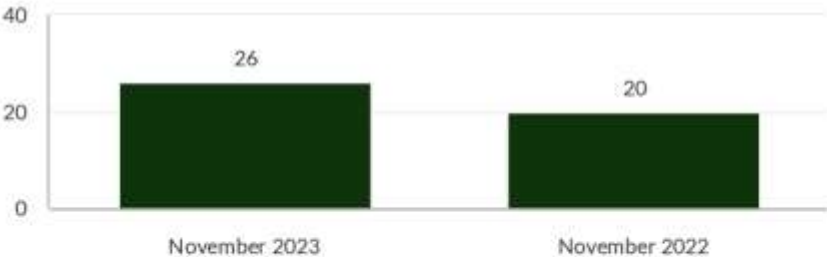
November Revenue



Rounds Played in November



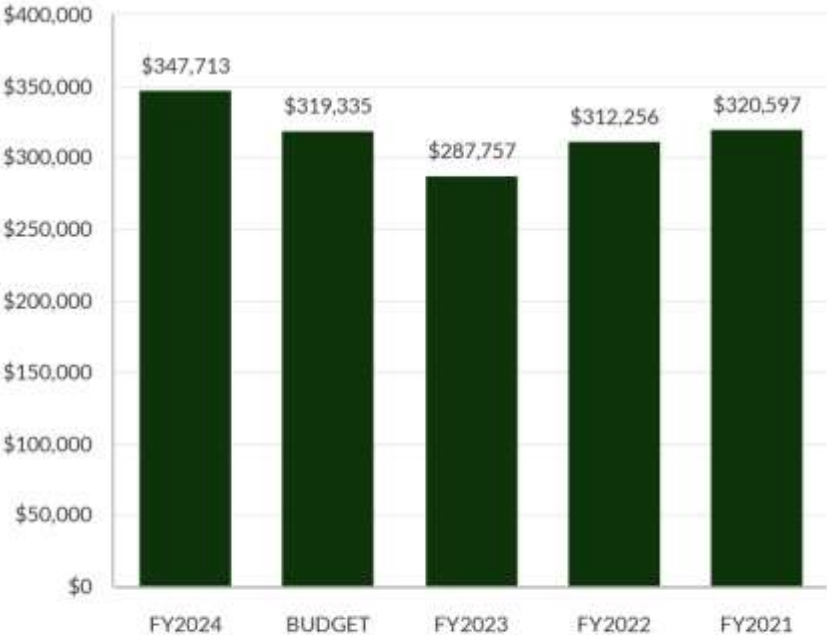
Playable Days



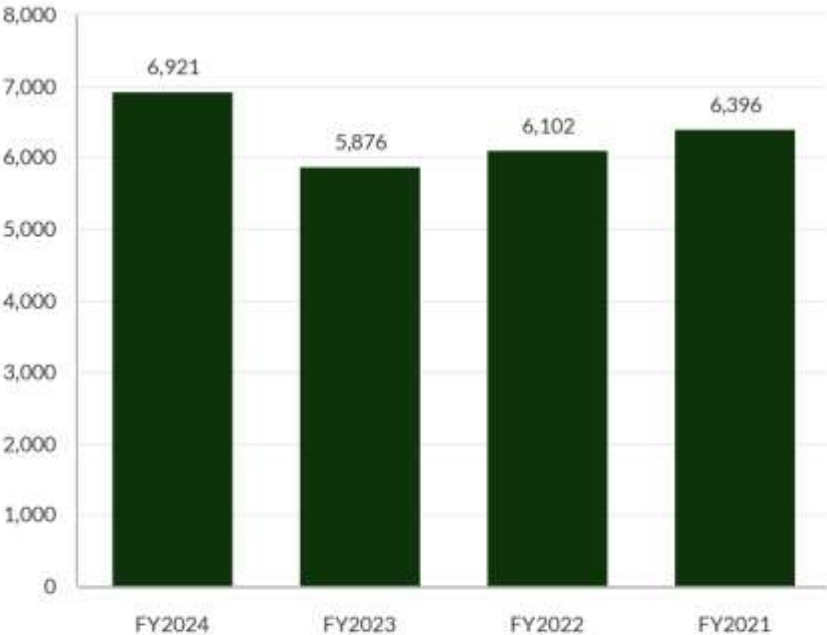
# Golf- Year to Date

Item A.

Revenue YTD October -November



Rounds Played YTD October - November



# Golf- Pro Shop and FB Revenue Year to Date

Item A.

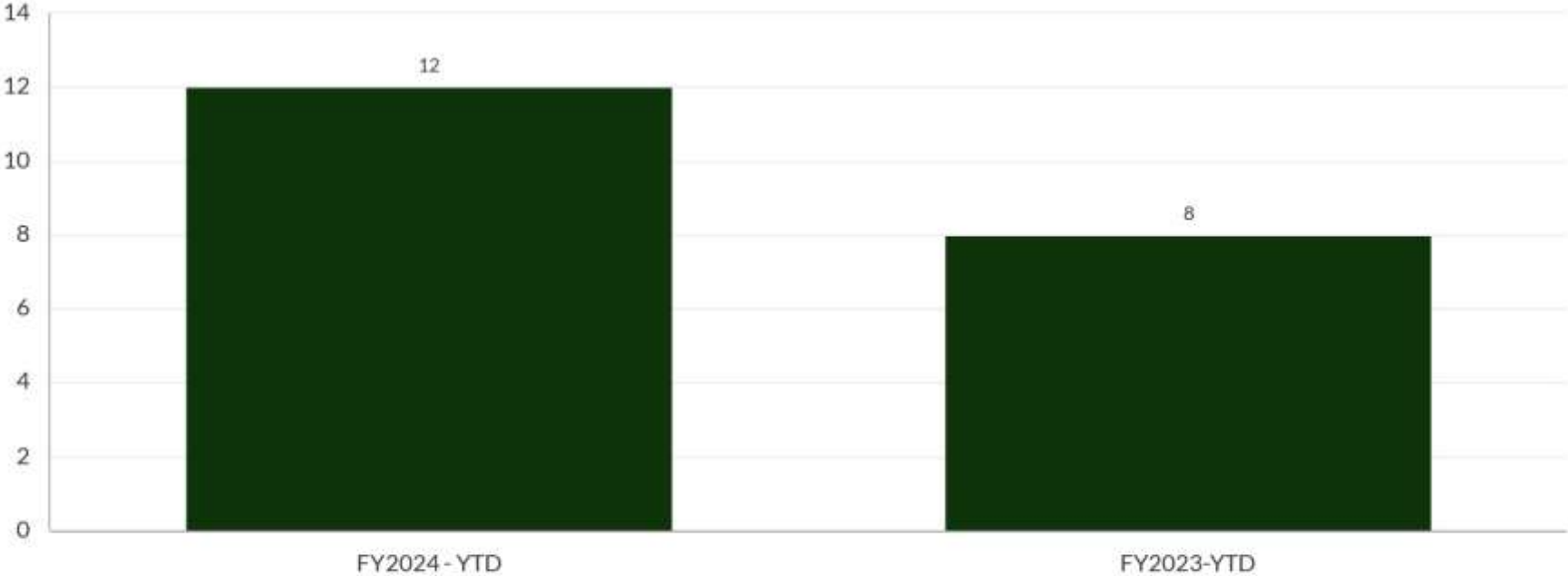
Pro Shop Revenue YTD October -November



Food and Beverage Revenue YTD October - November



Tournaments YTD

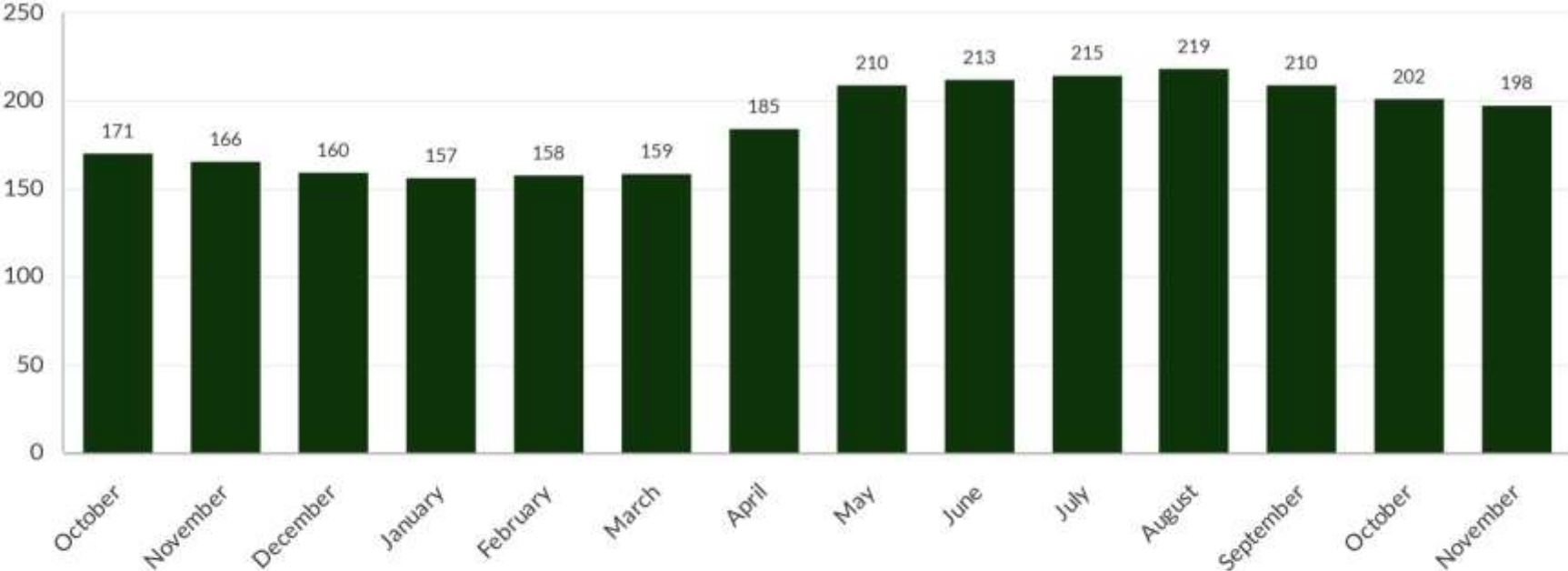


# Golf-Memberships

198 Current Members

Item A.

Players Club



## Parks - Capital Project Updates

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Item A.

- Bailey Lake and Chisenhall Parking Lot Expansions: Construction underway approaching completion
- 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: working with design firm for construction plans.





## Parks - Capital Project Updates

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Item A.

- Bailey Lake Dredging: contract award scheduled for Park Board recommendation January 2024
- Chisenhall Synthetic Turf Phase 2: construction proposals under review
- Oak Valley South Trail: construction award for Council consideration January 2024
- Oak Valley North Restroom: reviewing quotes and design options.





## Bark Park Update

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Item A.

- Nov. 10: dog park temporarily closed due to elevated levels of lead and arsenic found in samples from standing water puddles
- An independent, third-party environmental lab completed an environmental analysis on water run-off from the site
- The results showed elevated levels of iron. Arsenic and lead were also detected as they were in the first test but amounts did not exceed surface water standards
- Out of abundance of caution, the City will be moving into Phase II environmental site assessment and expects to provide more updates by the end of December
- The site will remain closed until the environmental assessment report is received and reviewed

# Parks by the Numbers - November 2023

Item A.



## PLAYGROUND SAFETY

# 32

INSPECTIONS PERFORMED

MINOR REPAIRS: 3

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



# 16,925

### Pounds of Litter Removed

Does not include contract litter numbers



## IRRIGATION SERVICES

# 6

Irrigation Systems  
Inspected

# 5

Irrigation repairs made

## INTEGRATED PEST MANAGEMENT

- All fall fire ant treatments  
**COMPLETED**
- No pre-emergent weed  
applications
- 3 post-emergent weed applications

## GRAFFITI ABATEMENT



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

# Parks by the Numbers - November 2023



## Veterans Plaza - Synthetic Turf

- Eliminates maintenance demands of caused by erosion and washouts
- Provides green aesthetic year-round
- Reconfiguration of irrigation with tree bubblers

## Acres Mowed in Parks and ROWs



**1,114 Acres**

LESS ACRES DUE TO RAIN AND TURF GROWTH SLOWING IN FALL



## Prairie Timber Park Pavilion Upgrades

Stone-wrapped the six columns of new park pavilion



Item A.

## Winter Work Updates

- Erosion control projects at Chisenhall, Clark and Oak Valley North
- Bike rack installations
- Foul Pole Painting at Chisenhall
- Tree pruning and chipping
- Fish stocking at Bailey Lake





# Feedback?