

Thursday, August 15, 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 approval of the minutes from the February 15, 2024, meeting. *(Staff Contact: Bailey Campbell, Senior Administrative Specialist)*
- B. Consider approval of the minutes from the July 11, 2024, meeting. *(Staff Contact: Bailey Campbell, Senior Administrative Specialist)*
- C. Consider recommending approval of a project with C1S for a mechanical equipment package for the Burleson Recreation Center at the guaranteed max price of \$4,079,342. *(Staff Contact: Jen Basham, Director of Parks and Recreation)*
- D. Consider recommending approval of a project with Jasco Construction LLC for the construction for the parking lot addition and trailhead improvement at Oak Valley South Scott trailhead in the amount of \$442,734.98 with project contingency of \$28,600.54 for a total amount of \$471,335.52. *(Staff Contact: Jessica Martinez, Deputy Director of Parks)*
- E. Consider recommending approval to name the fields at Bartlett Sports Complex, Mayfield Soccer Fields. *(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 development of property for a community park. *(Staff Contact: Jen Basham, Director of Parks and Recreation)*
- B. Receive a report, hold a discussion and provide staff direction regarding the accreditation process for parks and recreation. *(Staff Contact: Jen Basham, Director of Parks and Recreation)*
- C. Receive a report, hold a discussion and provide staff feedback regarding grant funding potential for the FY25 Centennial Park renovation. *(Staff Contact: Daniel Shafer, Parks Superintendent)*
- D. Receive a report, hold a discussion and provide staff feedback regarding updates to the capital improvement plan for 2025-2029. *(Staff Contact: Jen Basham, Director of Parks and Recreation)*
- E. Receive the July 2024 Department Update Presentation. (Staff Contact: Jen Basham, Director of Parks and Recreation)
- F. Community Calendar

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 7th of August 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: August 15, 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 8-0, 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 8-0, 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 8-0, 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: August 15, 2024

SUBJECT:

Consider approval of the minutes from the July 11, 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

July 11, 2024

MINUTES

DRAFT

Call to Order – 6:00 P.M.

Roll Call

Board Members Present

Shannan Sutter
 Nathan Nakamura
 Sherry Scott
 Tyler Knox
 Christian Schott

Board Members Absent

Lindsey Cobb
 Matthew Quinn
 Michael Massey
 Ashli Logan

Staff Present

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

Guests

None

1. **Call to Order: 6:00 PM Sherry Scott called meeting to order at 6:02 PM**
2. **Citizen Appearances**
None
3. **General**
 - A. Consider approval of the minutes from the February 15, 2024 Park Board meeting. *(Staff Contact: Bailey Campbell, Senior Administrative Specialist)*

Sherry Scott made a motion to table until next time due to not having a quorum to approve that. Corrections also need to be made to items 2C, D, and E. Shannan Sutter seconded the motion.

Motion passed 5-0. Absent Lindsey Cobb, Matthew Quinn, Michael Massey, Ashli Logan.

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

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

- 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)

Jen Basham gave a report recommending the approval of the contract with Kimley-Horn for the design of Green Ribbon improvements along Northwest Wilshire Blvd. The amount is for \$90,000. A discussion followed.

Tyler Knox motioned to approve the recommendation. Shannan Sutter seconded the motion.

Motion passed 5-0. Absent Lindsey Cobb, Matthew Quinn, Michael Massey, Ashli Logan.

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)**

Jen Basham gave a report regarding the 2025-2029 Capital Improvement Plan for Parks, the Burleson Recreation Center and Golf. The plan encompassed a blend of maintenance, refurbishment, and new construction. A discussion followed.

It was concluded that the Capital Improvement Plan holds significant importance and warrants considerable attention.

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

Jen Basham introduced Jessica Martinez as the new Deputy Director of Parks, and Allison Smith as the new Deputy Director of Recreation. Jen Basham reviewed departmental programs, events and revenues for the month of June 2024. A discussion followed.

- C. **Parks and Recreation Programming Calendar.**

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

5. Requests and Future Agenda Items and Reports

None.

6. Adjourn.

Vice Chairperson Sherry Scott adjourned the meeting.
Time – 6:48 P.M.

Bailey Campbell, Recording Secretary

Park Board

DEPARTMENT: Parks and Recreation

FROM: Jen Basham, Director of Parks and Recreation

MEETING: August 15, 2024

SUBJECT:

Consider recommending approval of a project with C1S for a mechanical equipment package for the Burleson Recreation Center at the guaranteed max price of \$4,079,342. (*Staff Contact: Jen Basham, Director of Parks and Recreation*)

SUMMARY:

In August of 2023 Council requested the addition of the HVAC and Pool Dehumidification system to the CIP as a 2024 priority for replacement. The BRiCk has multiple projects currently scheduled as part of the 2024 capital improvement plan.

This guaranteed max price (GMP) package is the first of three packages and includes the HVAC and dehumidification system equipment and install. These items have extremely long lead times and will arrive mid to late 2025 for install.

The remaining GMP packages are scheduled to be brought forward in September of 2024 with a construction timeline of winter 2024 for the lobby remodel and late summer 2025 for the pool plaster and sandfilter replacement.

The full scope of this capital project for all GMP packages includes:

Remodel of the lobby, party rental, meeting rooms, and family changing rooms-\$511,350

Replacement of the indoor pool sandfilter-\$162,750

Replaster of the indoor pool-\$315,000

Replacement of the dehumidification system-\$1,575,000

Replacement of the HVAC system-\$2,887,500

Total project: \$5,451,600

RECOMMENDATION:

Staff recommends approval of the GMP package as presented.

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

N/A

REFERENCE:

N/A

FISCAL IMPACT:

\$4,079,342 4B Debt

STAFF CONTACT:

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

BRICK RENOVATIONS – GMP EQUIPMENT PACKAGE

AUGUST 15, 2024

PARK BOARD

STAFF CONTACT: JEN BASHAM, DIRECTOR OF PARKS AND RECREATION

BACKGROUND

- January 8, 2024: Council supported the plan for the renovation projects and the renderings for the lobby
 - Lobby Design - Ron Hobbs Architecture & Interior Design, LLP
- Construction Manager at Risk – Contract executed with C1S Group in May 2024
- Scope of Project:
 - Lobby Remodel
 - Pool Dehumidification System Replacement
 - Replace Indoor Pool Sand Filters
 - Resurface Indoor Pool
 - Replace A/C Units and Chillers

EQUIPMENT BREAKDOWN

DESERT AIRE

Includes: Replacement of the Desert Aire (dehumidification system for the Indoor Pool)

- Project estimate - \$1,575,000

HVAC UNITS

Includes: Replacement of Aeon RTU's, chillers, and VFD's.

- Project estimate - \$2,887,500

TOTAL PROJECT COST:

Includes:

- Design Calculation to size new pumps
- Demolition of (11) RTUs, (2) chillers & pumps, (2) dehumidifiers
- Provide and install (11) RTUs, (2) chillers & pumps, (2) dehumidifiers
- Disconnect and hook-up of electrical
- Tie into existing controls

Total Cost - \$4,079,342

BUDGET AND FUNDING

Original Budget:

- Remodel of entryway- \$511,350
- Replacement of Indoor Pool sand filter- \$162,750
- Replaster of Indoor Pool-\$315,000
- Desert Aire-\$1,575,000
- HVAC replacement- \$2,887,500

Total Budget: \$5,451,600

First Equipment Package Budget: \$4,462,500

First Equipment Package Cost: \$4,079,342



1

HVAC UNITS:
CONSTRUCTION
BEGINS
SEPTEMBER 2024

2

LOBBY
RENOVATIONS:
NOVEMBER 2024

3

POOL
RENOVATIONS:
AUGUST 2025

PROJECTED TIMELINE



RECOMMEND APPROVAL OF THE
FIRST EQUIPMENT
PACKAGE AS PRESENTED

RECOMMEND DENIAL

DIRECTION

Park Board

DEPARTMENT: Parks and Recreation Department
FROM: Jessica Martinez, Deputy Director of Parks
MEETING: August 15, 2024

SUBJECT:

Consider recommending approval of a project with Jasco Construction LLC for the construction for the parking lot addition and trailhead improvement at Oak Valley South Scott trailhead in the amount of \$442,734.98 with project contingency of \$28,600.54 for a total amount of \$471,335.52. *(Staff Contact: Jessica Martinez, Deputy Director of Parks)*

SUMMARY:

Trailhead improvements at Oak Valley South Scott Street have been approved as a FY 2024 project in the Parks Capital Improvement Program. Improvements include a parking lot addition, lighting, landscaping, and additional amenities such as a bike repair station, water fountain, and water filling station. The construction contract being presented this evening includes the following scope of work:

- Construction of a 6" concrete pavement parking lot, accommodating 22 parking spaces including 4 ADA spaces
- Parking lot striping
- Installation of an 8' concrete trail shared-space sidewalk
- Landscape improvements
- Addition of site furniture
- Installation of solar-powered lighting
- Construction of a stone column and metal roof shade structure
- Installation of a chilled water fountain and water filling station

RECOMMENDATION:

Staff recommends approving as presented.

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

February 20, 2024: Council approved design contract with Dunaway Associates, LLC for construction design, engineering, and survey services.

REFERENCE:

N/A

FISCAL IMPACT:

\$442,734.98 will be funded through 4B reimbursement resolution as part of the 2024 Parks Capital Improvement Plan.

STAFF CONTACT:

Jessica Martinez, CPRP
Deputy Director of Parks
jmartinez@burlesontx.com
682-312-2765

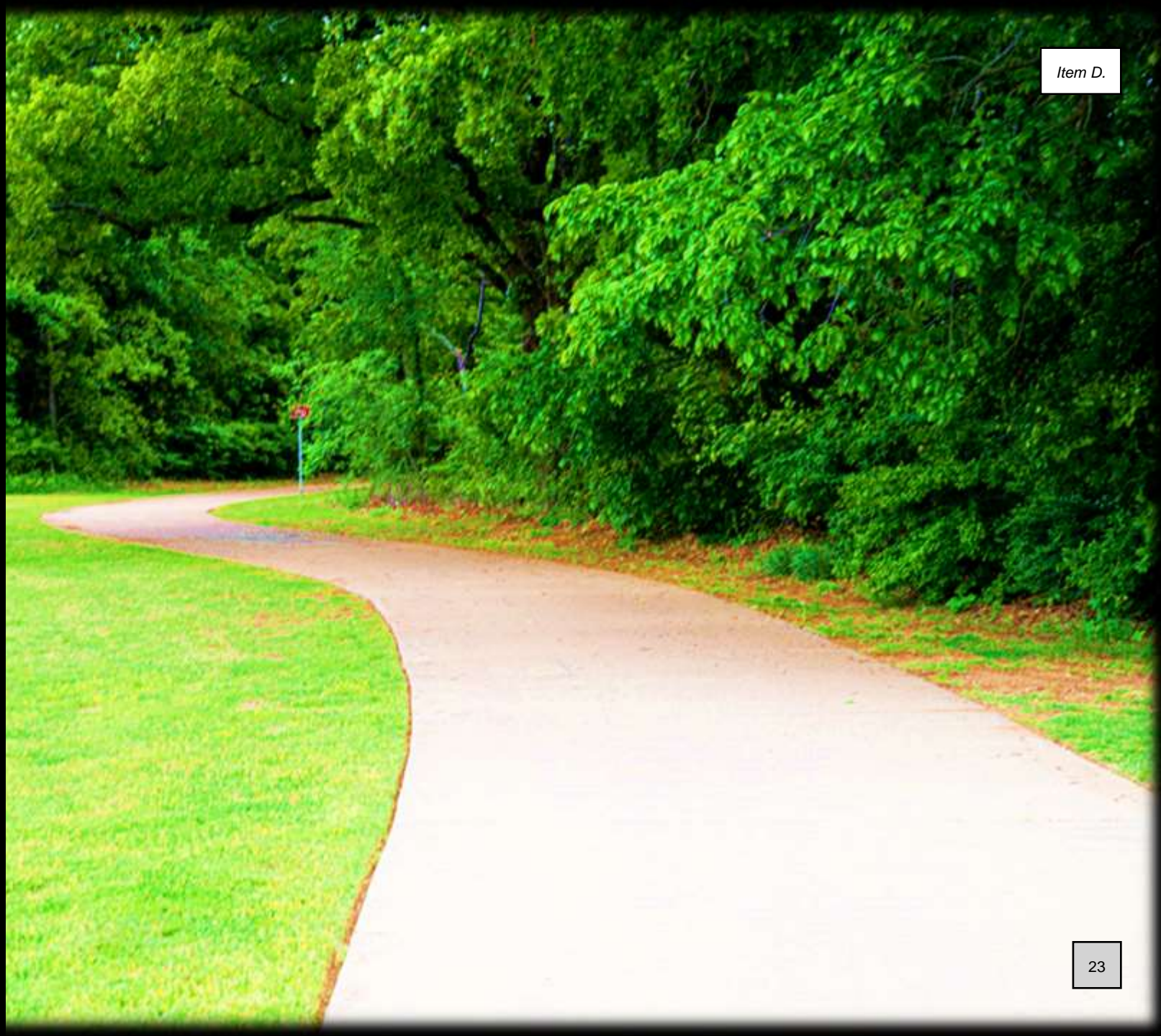
OAK VALLEY SOUTH SCOTT STREET: *TRAILHEAD IMPROVEMENT*

PARK BOARD: AUGUST 15, 2024

STAFF CONTACT: JESSICA MARTINEZ, DEPUTY DIRECTOR OF PARKS

Overview

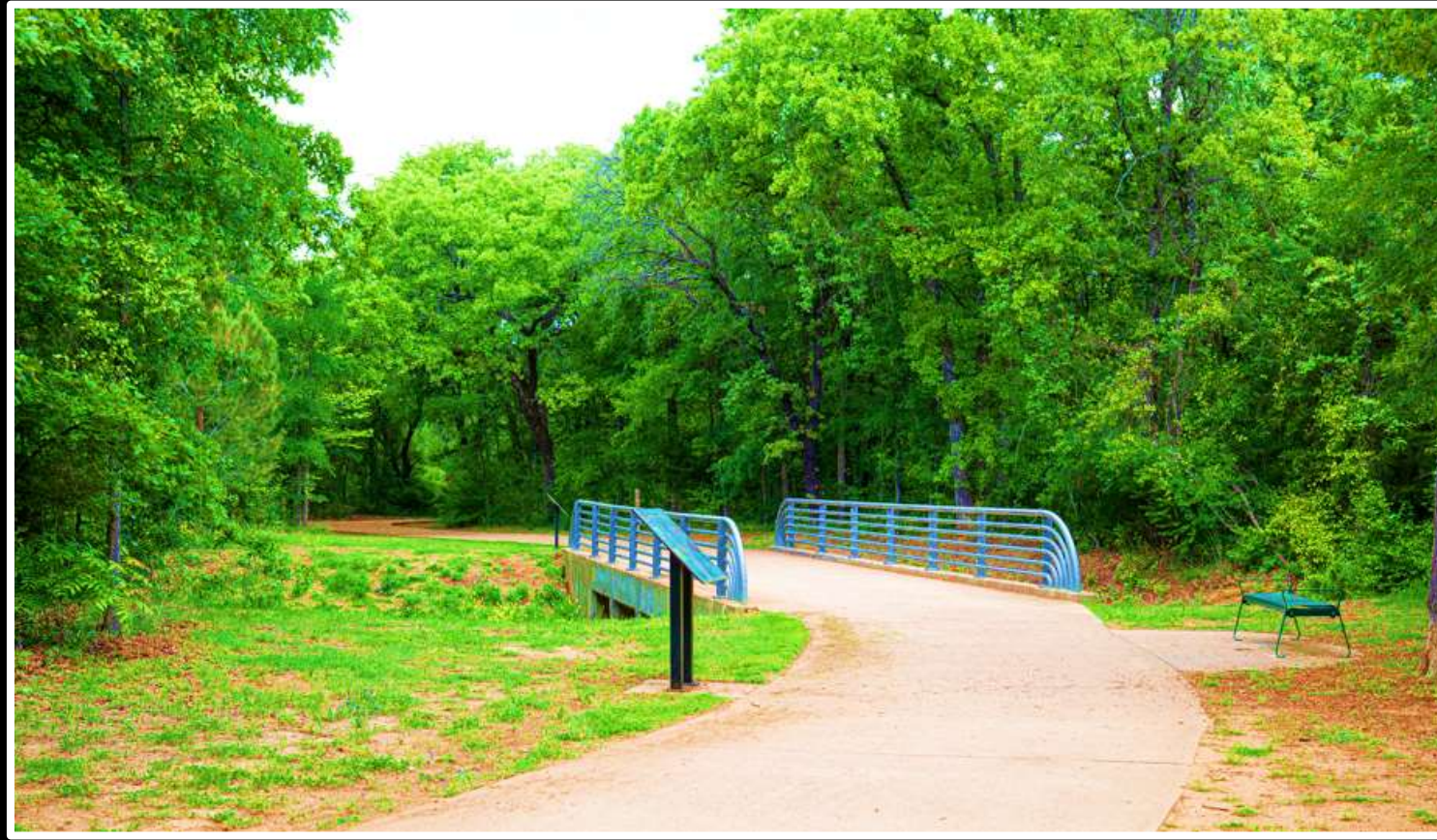
- 1 Background
- 2 Project Scope
- 3 Bid Summary
- 4 Timeline
- 5 Action Options



Item D.

Background

- Trailhead improvements at Oak Valley South Scott Street have been approved as a **FY 2024** project in the Parks Capital Improvement Program.
- Improvement considerations include a parking lot addition, lighting, landscaping, and additional amenities such as a bike repair station and water fountain.
- **February 20, 2024:** Council approved design contract with Dunaway Associates, LLC for construction documents.



Existing Project Site





Project Site Plan and Scope



Project Scope includes:

- 6" concrete pavement for a parking lot
- Parking lot striping
- 8' concrete shared use trail
- Landscape improvements
- Site furniture
- Solar powered lighting
- Stone column and metal roof shade structure
- Chilled water fountain and water filling station

Site Plan: includes 22 parking spaces (4 ADA parking spaces)

Bid Summary



- Total Construction Budget: \$471,335.52
- Total qualified bids: 4
- Bid range:
 - High: \$643,102.76
 - Low: \$442,734.98
- Recommended award:
 - Contractor: Jasco Construction LLC
 - Total award: \$442,734.98
 - Available contingency funds: \$28,600.54

Estimated Timeline



Action Options



Staff Recommendation



Deny

Recommend approval of a contract award to Jasco Construction LLC in the amount of \$442,734.98 with a project contingency of \$28,600.54 for a total amount of \$471,335.52 for the construction of Oak Valley Scott Street Trailhead Improvement

Park Board

DEPARTMENT: Parks and Recreation

FROM: Jen Basham, Director of Parks and Recreation

MEETING: August 15, 2024

SUBJECT:

Consider recommending approval to name the fields at Bartlett Sports Complex, Mayfield Soccer Fields (*Staff Contact: Jen Basham, Director of Parks and Recreation*)

SUMMARY:

In 2023 the Burleson Independent Soccer Association requested to formally name the fields at Bartlett Soccer Complex after long time volunteer Ginger Mayfield. The request is compliant with the City naming policy.

If Park Board is in favor the request will be brought forth to Council with a public hearing for the formal naming.

RECOMMENDATION:

N/A

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

N/A

REFERENCE:

N/A

FISCAL IMPACT:

N/A

STAFF CONTACT:

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

Bartlett Sports Complex Soccer Field Naming

AUGUST 15, 2024

STAFF CONTACT: JEN BASHAM, DIRECTOR OF PARKS AND RECREATION

History

On August 8, 2023 the Burleson Independent Soccer Association (BISA) submitted a request for the naming of the soccer fields at Bartlett Park to honor a long standing board member of BISA

The City’s current naming policy has been in place since October 19, 2009 (Res. 1162-09)

Bartlett Park was renamed to Bartlett Soccer Complex on May 2, 2016 (CSO#425-05-2016)

The policy

1D - 2
RESOLUTION
R-1162-09
City of Burleson Texas

POLICY FOR NAMING MUNICIPAL PROPERTY

WHEREAS, The City Council of Burleson, Texas finds that the acquisition, construction and development of municipal property is an integral part of providing municipal services to the citizens of Burleson; and

WHEREAS, from time to time, it is necessary to formally name municipal property to give said property a unique identity, to facilitate emergency response, to honor certain individuals who have made unique contributions, or to commemorate historic places, people and landmarks; and

WHEREAS, the City of Burleson does not have a policy to guide the City Council, staff, and citizens in naming or renaming municipal property.

NOW THEREFORE, BE IT RESOLVED that the City Council of Burleson, Texas hereby adopts the attached "Policy for Naming Municipal Property" to establish formal, fair and consistent guidelines and criteria for naming of municipal property in the City of Burleson.

Passed and Approved this 19th of October, 2009



Requested renaming

BISA voted to recommend formally naming the fields
Mayfield Soccer Fields at Bartlett Soccer Complex
in February 2024

Ginger Mayfield has served as a volunteer for BISA for over 20 years as a coach, board member and league administrator. She has also been instrumental in creating a league for the older soccer teams participate in, the creating of a competitive soccer club formally known as SPARTA, and serving on the Centennial High School soccer booster club

A new president was elected for BISA in June of 2024 and staff met with the newly elected board to confirm the direction they would like to go in July of 2024

Next Steps

After Park Board review a public hearing must be called and held at two City Council meetings

If approved BISA will place new signage throughout the park this fall





Park Board

DEPARTMENT: Parks and Recreation

FROM: Jen Basham, Director of Parks and Recreation

MEETING: August 15, 2024

SUBJECT:

Receive a report, hold a discussion and provide staff direction regarding the accreditation process for parks and recreation (*Staff Contact: Jen Basham, Director of Parks and Recreation*)

SUMMARY:

The Parks and Recreation Department is currently working towards becoming accredited through the Commission for Accreditation of Parks and Recreation Agencies. Staff is providing an update to what steps must be completed to successfully become accredited.

RECOMMENDATION:

N/A

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

N/A

REFERENCE:

N/A

FISCAL IMPACT:

N/A

STAFF CONTACT:

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

CAPRA ACCREDITATION

PARK BOARD

AUGUST 15, 2024

STAFF CONTACT: JEN BASHAM, DIRECTOR OF PARKS AND RECREATION

What is CAPRA?

- The commission for accreditation of parks and recreation agencies
- Who governs the commission?

National Recreation and Parks Association

- How long are you accredited for?

Agencies must reapply every 5 years



BENEFITS OF ACCREDITATION

For Your Community

- Demonstrates that the department meets national standards of best practice.
- Recognizes the community as a great place to live.
- Helps secure external financial support and reduce costs for the community.
- Holds the park and recreation department accountable to the public and ensures responsiveness to meet their needs.
- Ensures that all staff are providing quality customer service.

For Your Department and Staff

- Proves to decision makers, stakeholders and the public that your department is operating with the best practices of the profession.
- Increases credibility and can improve internal and external funding.
- Improves overall operations and increases efficiency.
- Enhances staff teamwork and pride by engaging all staff in the process.
- Creates an environment for regular review of operations, policies and procedures, and promotes continual improvement.



PROCESS FOR ACCREDITATION



Complete Application



Attend a training



Develop Self-Assessment



Present Self-Assessment to CAPRA Review Team

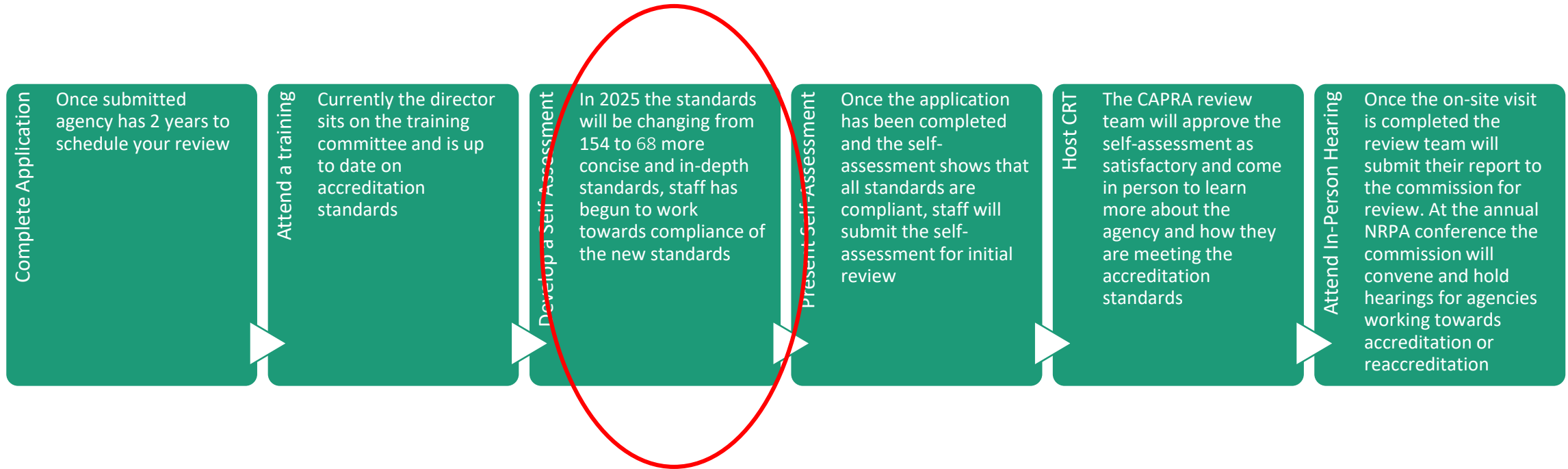


Host review team onsite for official review of evidence



Attend in-person hearing

WHERE IS BURLESON?



NEW STANDARDS

- 1- Agency Mission and Purpose (4 standards)
- 2- Administration and organizational resources (6 standards)
- 3- Community and Park Planning (6 standards)
- 4- HR planning, workforce development and culture (9 standards)
- 5- Financial management, responsibility and accountability (10 standards)
- 6- Programs and services management (6 standards)



NEW STANDARDS

7- Facilities and land use management (8 standards)

8- Law, risk management, safety & security (10 standards)

9- Marketing, communications, and community engagement (6 standards)

10- Evaluation, assessment and research (3 standards)

Fundamental Standards

All 37 Fundamental Standards Must Be Met

25 of the 31 Non-Fundamental Standards Must Be Met

List of Fundamental Standards

Standard 1.1: Mission, Vision, and Values

Standard 1.2: Strategic Plan

Standard 1.3: Community Involvement in Agency Strategic Planning

Standard 1.4: Personnel Involvement in Agency Strategic Planning

Standard 2.1: Advisory Boards and Commissions

Standard 2.5: Inclusion and Americans with Disabilities Act (ADA) Services

Accessibility Compliance

Standard 3.1: Community and Park Planning Strategy

Standard 3.3: Parks and Recreation System Master Plan

Standard 4.1: Human Resource Planning, Workforce Development, and Culture

Standard 4.2: Personnel Policies and Procedures Manual

Standard 5.1: Financial Management, Responsibility, and Accountability

Standard 5.2: Legal Authority and Fiscal Policy

Standard 5.3: Comprehensive Revenue Policy

Standard 5.5: Financial Statements

Standard 5.6: Purchasing Policy

Standard 5.7: Independent Audit

Standard 5.8: Annual or Biennial Budget

Standard 5.10: Capital Asset Management

Standard 6.1: Recreation Program Responsibility and Accountability

Standard 6.2: Program and Service Determinants (Components)

Standard 6.3: Recreation Programming Plan (RPP)

Standard 6.4: Program Evaluation – Staff Training and Use in Informing

Programmatic Decision Making

Standard 7.1: Facility and Land Use Responsibility and Accountability

Standard 7.2: Park and Recreation Land Acquisition and Disposal

Standard 7.3: Park and Recreation Property Development

Standard 7.4: Maintenance and Operations Management

Standard 8.1: Risk Management Responsibility and Strategy

Standard 8.2: Protection of the Public's Health, Safety, and Welfare

Standard 8.3: General Security Plan

Standard 8.4: Personnel Safety Training

Standard 8.7: Accidents/Incidents

Standard 8.8: Emergency Management Plan

Standard 9.2: Marketing and Communications – external

Standard 9.5: Community Engagement

Standard 9.6: Crisis Communications

Standard 10.1: Community Needs Assessment and Trends Analysis

Standard 10.2: Systematic Evaluation Program

Why the master plan update?

- With the updated standards agencies are required to have a master plan that has been updated within the past 10 years.
- Plans are required to be adopted and include your mission, vision and strategic plan
- Our current master plan that was adopted in 2019 does not include the required statements or plan to be compliant with the standard
- The updated master plan is currently finalizing public input and will be ready to be adopted late winter/early spring 2025
- This plan will provide guidance into multiple other required standards such as:
 - 1.1 Mission, Vision, Values
 - 1.2 Strategic Plan
 - 1.3 Community Involvement in Agency Strategic Planning
 - 1.4 Personnel Involvement in Agency Strategic Planning
 - 3.1 Community and Park Planning Strategy
 - 6.3 Recreation Program Plan
 - 7.7 Natural Resource Management
 - 10.1 Community Needs Assessment and Trends Analysis

Standard 3.3: Parks and Recreation System Master Plan

Description

The agency shall adopt and periodically review and update a Parks and Recreation System Master Plan in alignment with its Mission, Vision and Strategic Plan that creates a basis for strategic investment in assets, property, facilities, and improvements.

Suggested Evidence of Compliance

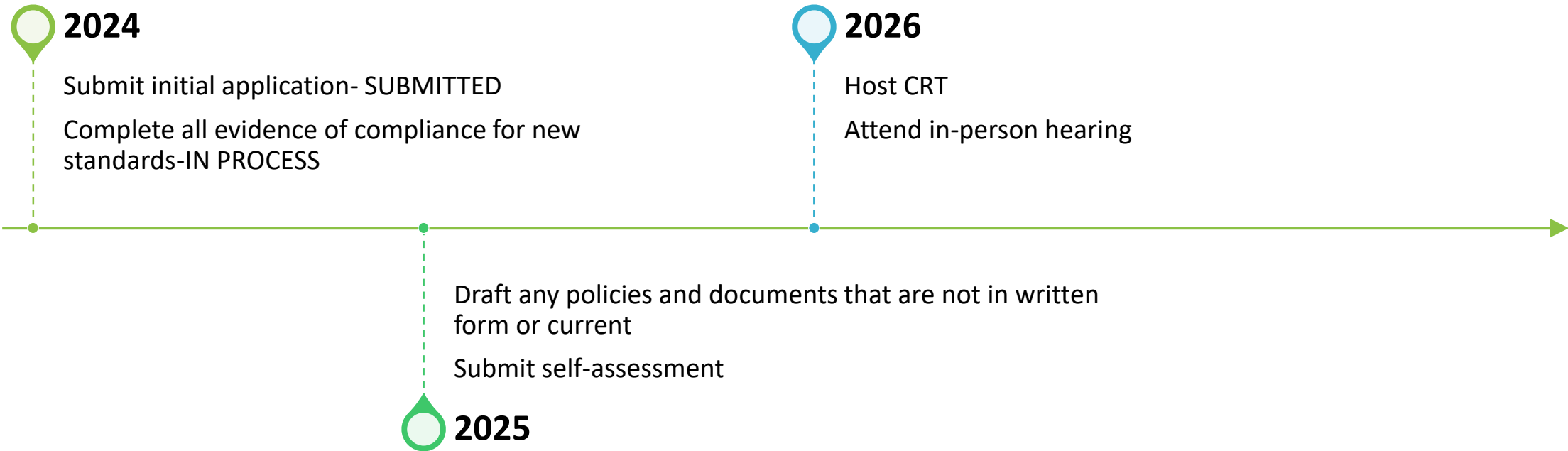
Provide the plan which shall include an analysis of current conditions through community needs assessment, community inventory, level of service analysis, and current trends. As appropriate, the plan shall incorporate historical and/or cultural aspects of the community. Evidence of review and update within the last 10 years is required. The narrative shall describe how plan findings and recommendations are tied to Mission, Vision and Strategic Plan objectives to formulate a progression strategy from existing conditions to desired conditions. Additionally, the agency shall describe input/feedback efforts used that reach and/or include members of the community, users and non-users, to attempt to achieve statistically valid results that can be applied community wide. This may include how collected community input was used to inform planning objectives.

2024 CAPRA National Accreditation Standards – Beta Test Version

Scoring Rubric Questions

Does the agency have an updated up-to-date Parks and Recreation System Master Plan that includes all required elements listed in the EOC? Has the agency demonstrated that the Master Plan is a designed set of progressive steps that are in alignment with mission and strategic direction from the vision and strategic plan? Has the agency demonstrated that it engaged in a diverse, equitable, and inclusive community engagement and input collection process? Has the agency demonstrated that community input collected was used to inform planning objectives?

Timeline



COST

- Submitting your application-\$130
- Required training-\$175
- CRT Review Fee-\$3,000
- CRT Hosting-\$7,000-\$10,000
 - Hosting the team requires the agency to pay for all travel and lodging related expenses.
 - The hosting agency is also responsible for all meals, outings, and swag while the team is here
 - The agency hosts the team between 2-3 days
- Annual Fee-\$800

DIRECTION

Park Board

DEPARTMENT: Parks and Recreation

FROM: Jen Basham, Director of Parks and Recreation

MEETING: August 15, 2024

SUBJECT:

Receive a report, hold a discussion and provide staff feedback regarding grant funding potential for the FY25 Centennial Park renovation. *(Staff Contact: Daniel Shafer, Parks Superintendent)*

SUMMARY:

GameTime playground vendor initiated a matching grant program on July 7, 2024, which was identified by staff. Staff met with GameTime on July 16, 2024, to discuss adherence to application deadlines. The grant application was successfully submitted on July 17, 2024, and staff received a grant award notification on July 30, 2024. Staff would now like to discuss the grant details and explore funding potential for the Centennial Park project. Centennial Park is scheduled for a playground replacement in 2025 as part of the Parks Capital Improvement Program, with a budget of \$500,000.

RECOMMENDATION:

Staff recommends receiving the grant for Centennial Park.

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

N/A

REFERENCE:

N/A

FISCAL IMPACT:

N/A

STAFF CONTACT:

Jen Basham, CPRE
Director of Parks and Recreation
jbasham@burlesontx.com

817-426-9201

Centennial Park: GameTime Grant

August 15, 2024- Parks Board

Staff Contact: Daniel Shafer, Parks Superintendent

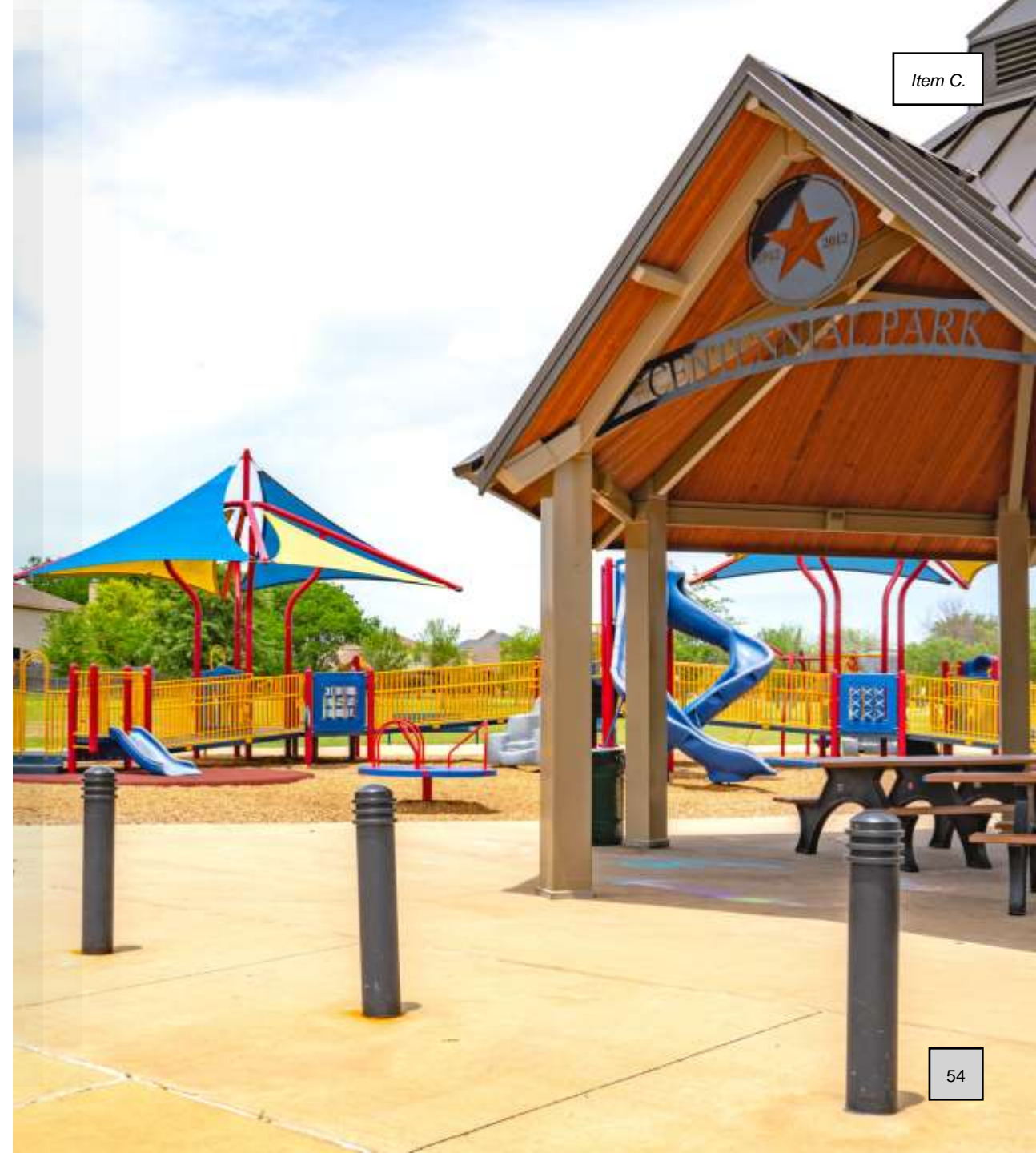


Overview

- Background
- 7 Principles of Inclusive Playground Design
- National Demonstration Site
- Grant Information
- Timelines
- Questions, Feedback and Direction

Background

- Centennial Park is identified for playground replacement in 2025 capital improvement plan
- This project has been budgeted at \$500,000
- Bruce Thompson with GameTime spoke with Parks Board on the 7 Principles of Inclusive Design on June 13, 2024
- GameTime posted matching grant funds application on July 7, 2024
- Staff met with GameTime on application process and feasibility to adhere to specific deadlines for the application on July 16, 2024
- Application for the grant submitted on July 17, 2024



Community Engagement: Process Change

- Standard Process
 - Identify project through 5 year CIP
 - Gather community feedback via survey on playground and park wants from the community
 - Provide survey results and budget to 8-9 playground manufacturers to provide renderings
 - Staff determines 3-4 designs to go to community vote via survey
 - Staff presents survey data from both surveys to Parks Board for recommendation
 - Staff presents survey data from both surveys to City Council for award of contract
- Modified Process
 - Identify project through 5 year CIP
 - Receive 3 renderings from Gametime that are National Demonstration Sites
 - Provide 3 renderings for the community to vote on via survey
 - Staff presents survey data from community engagement survey to Parks Board for recommendation
 - Staff presents survey data from community engagement survey to City Council for award of contract

7 Principles of Inclusive Playground Design

- Be Fair
 - The environment promotes equitable use and does not segregate individuals with disabilities
- Be Included
 - The environment offers flexibility use by supporting various types and forms of play that accommodate everyone's right to participate by being more usable, by more people, to the greatest extent possible.
- Be Smart
 - The design of the environment is simple and intuitive to ensure that individuals feel successful, can demonstrate what they know, and have opportunities to game confidence through meaningful play experiences.

7 Principles of Inclusive Playground Design®

Item C.

A Comprehensive Guide to
Best Practice Design for the
Whole Child, Whole Environment,
And Whole Community



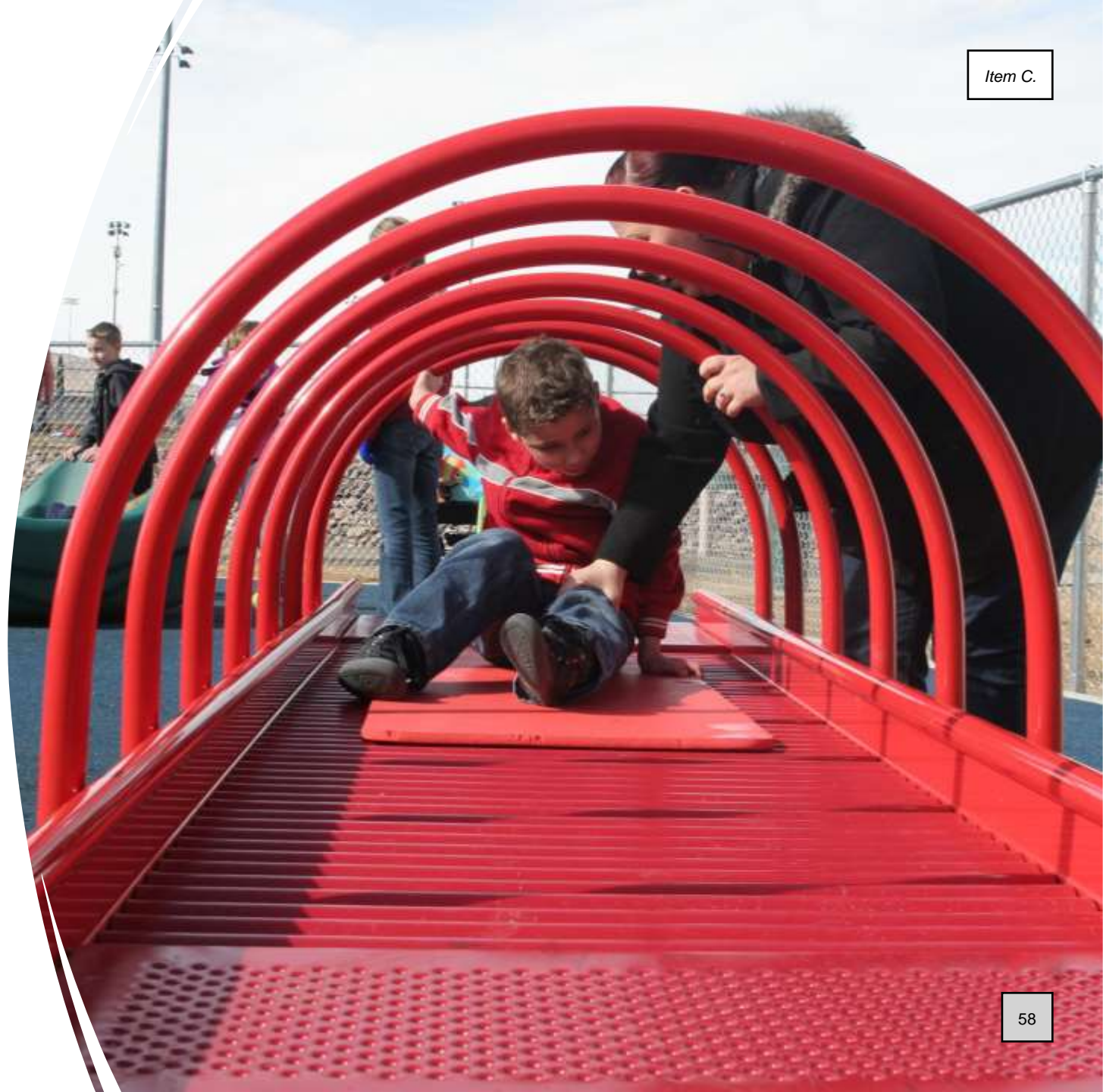
7 Principles of Inclusive Playground Design

- Be Independent
 - The design communicates perceptible information and allows individuals to effectively explore, interact, and participate in sensory-rich play as independently as possible
- Be Safe
 - The play environment is tolerant of error by meeting current safety standards, considering unintentional actions, and promoting emotional security for personal growth and development



7 Principles of Inclusive Playground Design

- Be Active
 - To play environment can be used efficiently, supporting diverse opportunities for individuals to engage in sustained, healthy physical activity with an emphasis on social participation and cooperation
- Be Comfortable
 - Appropriate size and space are provided for approach and use so that the play environment is comfortable for individuals with diverse sensory needs, body size, posture, mobility, environmental sensitivity, and motor control



National Demonstration Site

- National Demonstration Sites (NDS) are playgrounds that showcase leadership in best practice design, support health-related initiatives, and collect data that stakeholders can use to understand the sites' impact on the community.



National Demonstration Site

IMPLEMENT DESIGN BEST PRACTICES



Create high-quality environments.

RECEIVE RECOGNITION



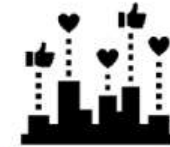
Celebrate your leadership and commitment to play and recreation.

DEMONSTRATE IMPACT



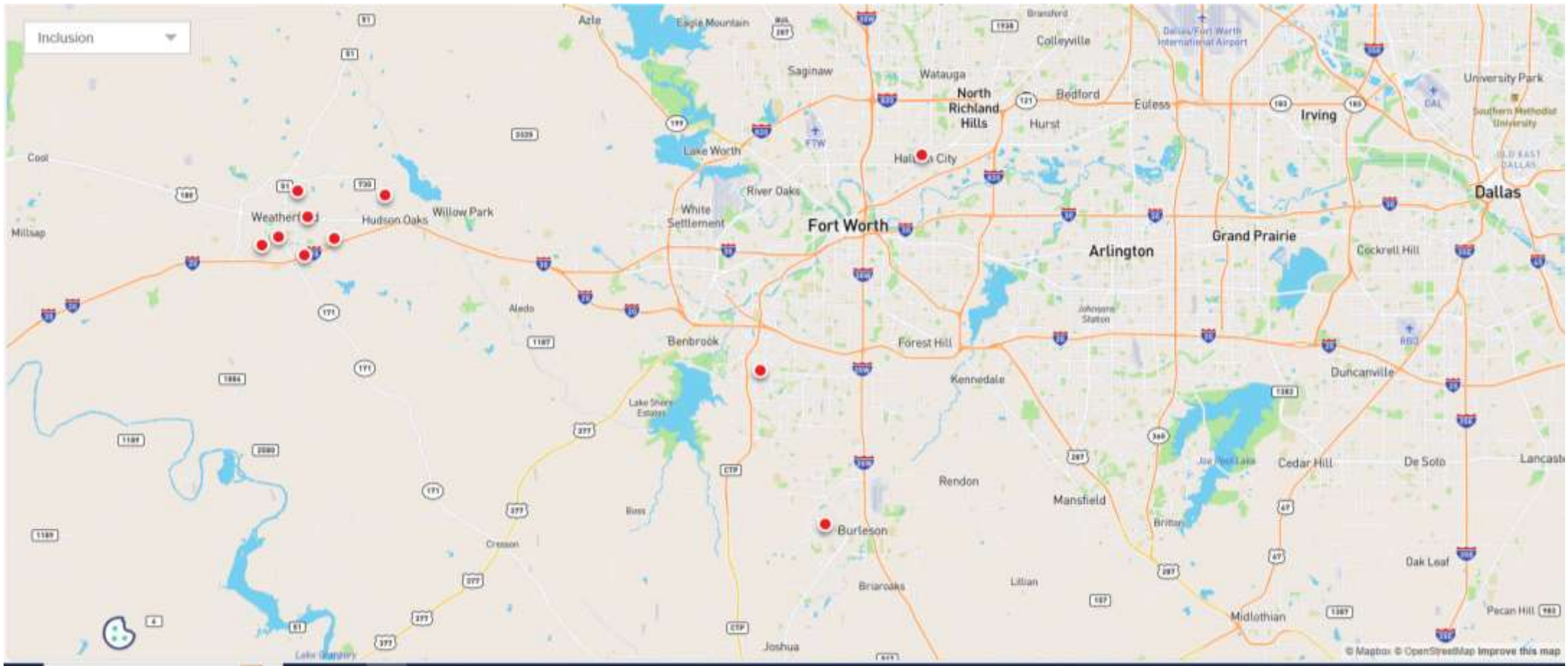
Receive one-of-a-kind data services and site-specific reports that capture the impact and outcomes of your NDS.

SHARE & SHOWCASE



Advocate the positive impact high-quality destinations have on your community health and wellness.

National Demonstration Site





Grant Information

- Application opened July 7, 2024
- Application closes October 18, 2024
- 100% matching funds towards play structure
 - Estimated \$250,000 for matching funds for this project
- Surfacing, shade, and stand alone features (example: swing set) are not included in the matching funds
- Order of equipment must be completed by October 31, 2024

Grant Awarded

- On July 30, 2024 staff received notice of award for up to \$250,000 matching funds from GameTime for Centennial Park playground renovation.
- Gametime is currently creating three concepts for staff to review and ask the public for input
- Once a concept is selected the final award amount will be determined

Timeline





Questions, Feedback and Direction

Park Board

DEPARTMENT: Parks and Recreation

FROM: Jen Basham, Director of Parks and Recreation

MEETING: August 15, 2024

SUBJECT:

Receive a report, hold a discussion and provide staff feedback regarding updates to the capital improvement plan for 2025-2029 (*Staff Contact: Jen Basham, Director of Parks and Recreation*)

SUMMARY:

The board received an initial draft of the CIP on July 11, 2024. The CIP plan has been updated based on new forecasts and available debt capacity. The updated CIP is below. This plan is updated frequently as staff receives requests for additional projects, project needs change, and scopes evolve.

Project #	Project Name	2025	2026	2027	2028	2029	Total Per Project (FY25-29)
PK2405	BAILEY LAKE			\$498,750			\$498,750
NEW	BARTLETT				\$420,000		\$420,000
NEW	CENTENNIAL	\$525,000					\$525,000
NEW	CHISENHALL					\$336,000	\$336,000
NEW	HEBERLE				\$336,000		\$336,000
NEW	MISTLETOE HILL			\$585,000			\$585,000
NEW	BATHROOM ADDITIONS		\$157,500		\$162,225		\$319,725
PK2410	CHISENHALL FIELD TURF	\$2,205,000					\$2,205,000
NEW	ADULT SOFTBALL FIELDS			\$2,163,000			\$2,163,000
PK2103	SHANNON CREEK PARK	\$1,881,675					\$1,881,675
PK2311	COMMUNITY PARK		\$540,750				\$540,750

Project #	Project Name	2025	2026	2027	2028	2029	Total Per Project (FY25-29)
NEW	REPLACE ROOF					\$1,200,000	\$1,200,000
NEW	ADDITION OF DRY SAUNA		\$422,940				\$422,940
NEW	REPLACEMENT OF ENTRY MONUMENT SIGN			\$38,955			\$38,955
NEW	GREENS RESURFACE (ALL 18) (REMOVE AND REPLACE TOP 6' OF MATERIAL)			\$417,375			\$417,375
NEW	POND RENOVATION BENTONITE/FOUNTAINS (4,5,15)			\$94,685			\$94,685
NEW	GREEN RIBBON DESIGN	\$90,000					\$90,000
FUNDING NEEDED		\$4,701,675	\$1,121,190	\$1,634,765	\$918,225	\$1,200,000	\$9,575,855

RECOMMENDATION:

N/A

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

N/A

REFERENCE:

N/A

FISCAL IMPACT:

N/A

STAFF CONTACT:

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

Parks and Recreation CIP 2025-2029

AUGUST 15, 2024

STAFF CONTACT: JEN BASHAM, DIRECTOR OF PARKS AND RECREATION



CIP Presented on July 11, 2024

Parks and Recreation Five-Year CIP Plan 2025-2029

Item D.

*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 D.

Park Total	\$7,741,899.80	\$730,000.00	\$3,120,000.00	\$874,500.00	\$13,059,800.00	\$25,526,200
BRiCk Total		\$402,800.00	\$1,097,100.00			\$1,499,900
Golf Total		\$400,000.00	\$487,676.00	\$375,000.00	\$4,972,500.00	\$6,235,176
Contingency 5%	\$387,094.99	\$76,640.00	\$235,238.80	\$62,475.00	\$901,615.00	\$1,663,064
Total	\$8,128,994.79	\$1,609,440.00	\$4,940,014.80	\$1,311,975.00	\$18,933,915.00	\$34,924,340

CIP Update as of July 22

4B Capital Projects Plan

FY 2025-2029

Item D.

Project #	Project Name	2025	2026	2027	2028	2029	Total Per Project (FY25-29)
PK2405	BAILEY LAKE			\$498,750			\$498,750
NEW	BARTLETT				\$420,000		\$420,000
NEW	CENTENNIAL	\$525,000					\$525,000
NEW	CHISENHALL					\$336,000	\$336,000
NEW	HEBERLE				\$336,000		\$336,000
NEW	MISTLETOE HILL			\$585,000			\$585,000
NEW	BATHROOM ADDITIONS		\$157,500		\$162,225		\$319,725
PK2410	CHISENHALL FIELD TURF	\$2,205,000					\$2,205,000
NEW	ADULT SOFTBALL FIELDS			\$2,163,000			\$2,163,000
PK2103	SHANNON CREEK PARK	\$1,881,675					\$1,881,675
PK2311	COMMUNITY PARK		\$540,750				\$540,750

4B Capital Projects Plan

FY 2025-2029

Item D.

Project #	Project Name	2025	2026	2027	2028	2029	Total Per Project (FY25-29)
NEW	REPLACE ROOF					\$1,200,000	\$1,200,000
NEW	ADDITION OF DRY SAUNA		\$422,940				\$422,940
NEW	REPLACEMENT OF ENTRY MONUMENT SIGN			\$38,955			\$38,955
NEW	GREENS RESURFACE (ALL 18) (REMOVE AND REPLACE TOP 6' OF MATERIAL)			\$417,375			\$417,375
NEW	POND RENOVATION BENTONITE/FOUNTAINS (4,5,15)			\$94,685			\$94,685
NEW	GREEN RIBBON DESIGN	\$90,000					\$90,000
FUNDING NEEDED		\$4,701,675	\$1,121,190	\$1,634,765	\$918,225	\$1,200,000	\$9,575,855

Updated 4B Forecast



4B Financial Overview

	FY 22-23 Actual	FY 23-24 Adopted	FY 23-24 Revised	FY 23-24 Year End	FY 24-25 Proposed	FY 25-26 Projected	FY 26-27 Projected	FY 27-28 Projected	FY 28-29 Projected
Beginning Fund Balance	\$ 6,575,122	\$ 5,340,055	\$ 5,340,055	\$ 5,340,055	\$ 5,035,601	\$ 4,479,303	\$ 4,059,965	\$ 3,770,155	\$ 3,271,500
Sales Tax Revenue	\$ 7,347,726	\$ 7,594,138	\$ 7,594,138	\$ 7,421,203	\$ 7,643,839	\$ 7,873,155	\$ 8,109,349	\$ 8,352,630	\$ 8,603,209
Other Revenues	\$ 195,993	\$ 130,259	\$ 130,259	\$ 233,259	\$ 171,467	\$ 141,467	\$ 141,467	\$ 141,467	\$ 141,467
Total Revenues	\$ 7,543,719	\$ 7,724,397	\$ 7,724,397	\$ 7,654,462	\$ 7,815,306	\$ 8,014,622	\$ 8,250,816	\$ 8,494,097	\$ 8,744,676
Debt Service	\$ 1,672,631	\$ 2,224,218	\$ 1,797,632	\$ 1,797,632	\$ 3,035,774	\$ 3,420,808	\$ 3,343,028	\$ 3,650,574	\$ 2,886,207
Golf Transfer	\$ 1,081,885	\$ 1,230,004	\$ 1,230,004	\$ 1,300,584	\$ 1,165,865	\$ 782,220	\$ 808,395	\$ 835,705	\$ 864,205
PPF Transfer	\$ 3,145,191	\$ 3,453,234	\$ 3,453,234	\$ 3,259,813	\$ 3,239,948	\$ 3,279,244	\$ 3,392,400	\$ 3,509,690	\$ 3,631,275
Incentives (ED)	\$ -	\$ 501,667	\$ 810,000	\$ 810,000	\$ 136,150	\$ 147,603	\$ 61,756	\$ 33,765	\$ 34,778
Other Expenditures	\$ 2,879,080	\$ 671,820	\$ 790,887	\$ 790,887	\$ 793,868	\$ 804,084	\$ 935,047	\$ 963,017	\$ 991,929
Total Expenditures	\$ 8,778,787	\$ 8,080,943	\$ 8,081,757	\$ 7,958,916	\$ 8,371,605	\$ 8,433,959	\$ 8,540,627	\$ 8,992,752	\$ 8,408,395
Change in Fund Balance	\$ (1,235,068)	\$ (356,546)	\$ (357,360)	\$ (304,454)	\$ (556,299)	\$ (419,337)	\$ (289,810)	\$ (498,655)	\$ 336,281
Ending Fund Balance	\$ 5,340,054	\$ 4,983,509	\$ 4,982,695	\$ 5,035,601	\$ 4,479,303	\$ 4,059,965	\$ 3,770,155	\$ 3,271,500	\$ 3,607,781
FB % of Expenditure	60.83%	61.67%	61.65%	63.27%	53.51%	48.14%	44.14%	36.38%	42.91%



Park Board

DEPARTMENT: Parks and Recreation

FROM: Jen Basham, Director of Parks and Recreation

MEETING: August 15, 2024

SUBJECT:

Receive the July 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

August 2024 - Park Board



July Event Highlights:

July 4: Red, White, & BTX (Estimated 1,500-2,000 per night)

July 13 - BTX Family Day Out (Estimated 175 participants)

July 19 - Watermelon Day (Russell Farm - Estimated 250 participants)

July 20 - BRiCK Boatnanza (Estimated 29 boats)

July 23 - Movie Night (Estimated 80 participants)

July 27 - BTX Ride Along (Estimated 65 riders)



Item E.

August Events:

August 16 - Friendly Fest Carnival Dance

August 17 - Splish Splash Doggie Bash



RED, WHITE, & BTX



BTX FAMILY DAY OUT



WATERMELON DAY AT RUSSELL FARM



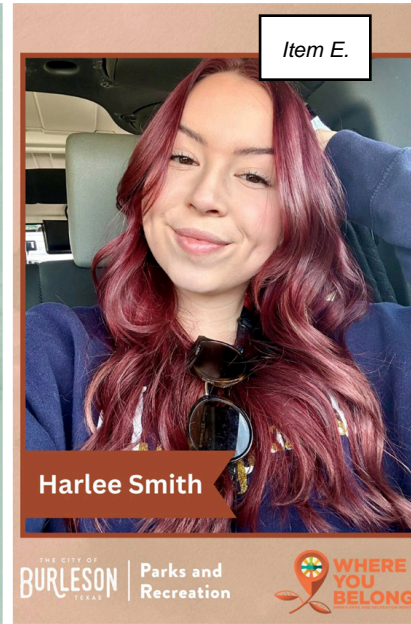
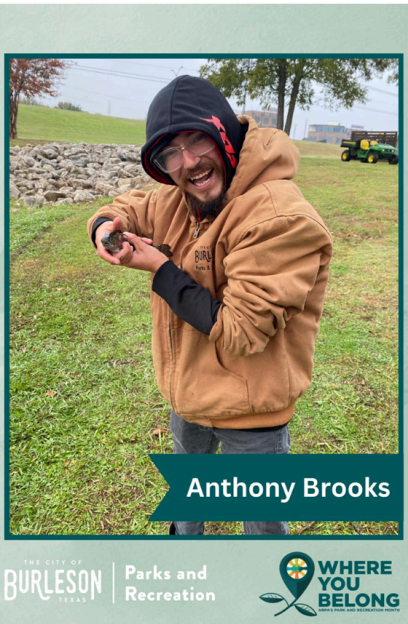
BOATNANZA



MOVIE NIGHT



BTX RIDE ALONG



WHERE YOU BELONG





Athletic News:

Current Athletics:

Adult Summer Softball, Basketball, and Volleyball

Athletics Highlight:

Youth Summer Track - Bulreson sent 9 athletes to the TAAF State Games of Texas meet!



Program News:

July Programming Recap:

Women's Self Defense (15); Summer Camp (Average 145 campers per week all summer)

Program Highlight: Upcoming Teen Camp (Minds in Motion)

Summer Fun Camp has come to an end! We served 332 children this summer with a total of 1,601 registrations.



Program News:

July Programming Recap:

Adult Art (10); Canning (18); Storytime (105); Art Camp 6 & up (64); STEM Science Camp (25); Gardeners (68)



Additional News: Service Projects at the Farm

KBB, Russell Farm volunteers, and the Rio Brazos chapter of Master Naturalist came together for two days to build donated items for the future sensory garden at Russell Farm!



Summer Camps & Programs at Russell Farm Art Center

Marketing and Community Engagement

Quick Stats as of 7/31:

Facebook Followers:

18,512

(278 follower increase)

Instagram Followers:

1,791

(46 follower increase)

Constant Contact Subscribers:

5,419



Facebook Highlight - Post Reach: 10,770 | Post Impressions: 10,945

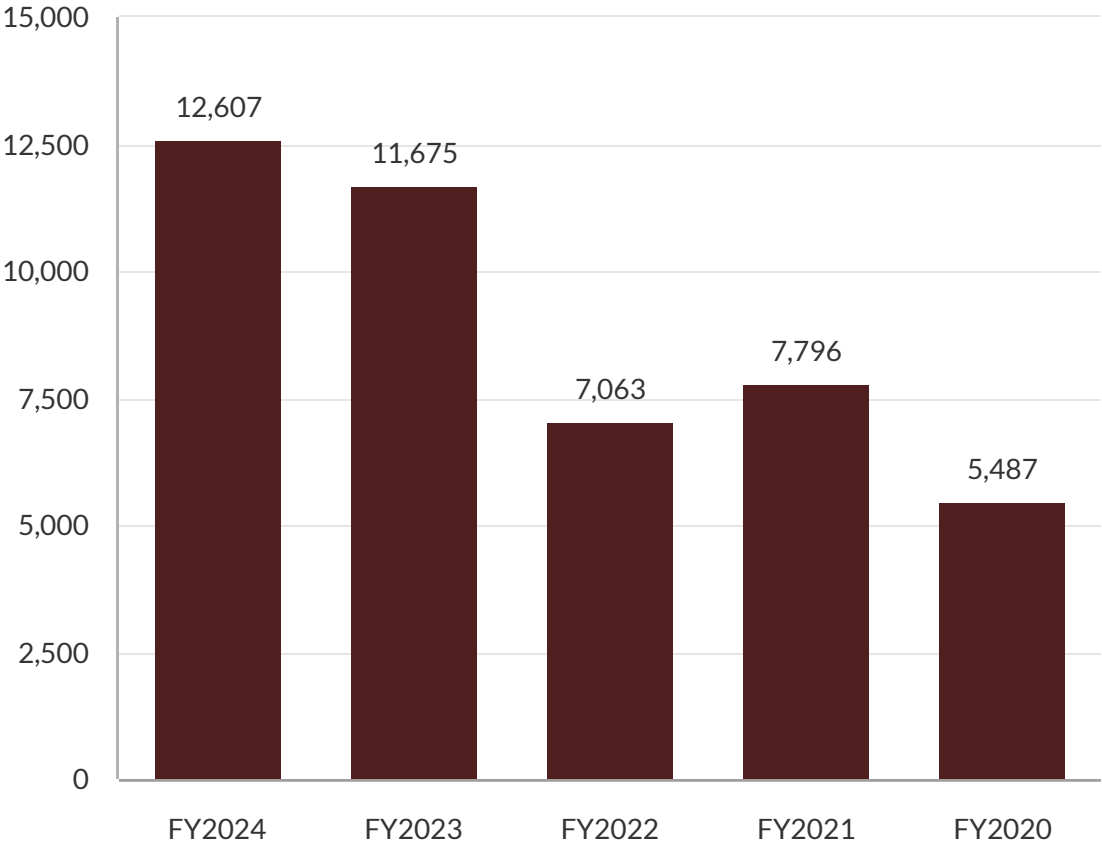
July High Performing Content - BRiCk Boat-Nanza Recap

BRiCk - Projects

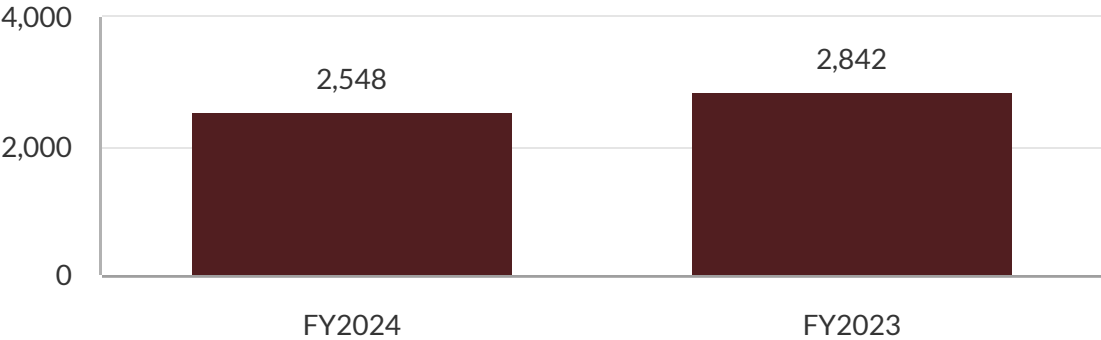
- C1S Group (*selected vendor to serve as Construction Manager at Risk for all projects listed below*)
 - Lobby Remodel
 - Desert Aire Replacement
 - HVAC Replacement
 - Indoor Pool Replaster
 - Indoor Pool Sand Filter Replacement
 - *Project status:*
 - First equipment package with C1S (Construction Manager at Risk)
 - August 15- Park Board
 - August 19-City Council

BRiCk- Memberships and Programs

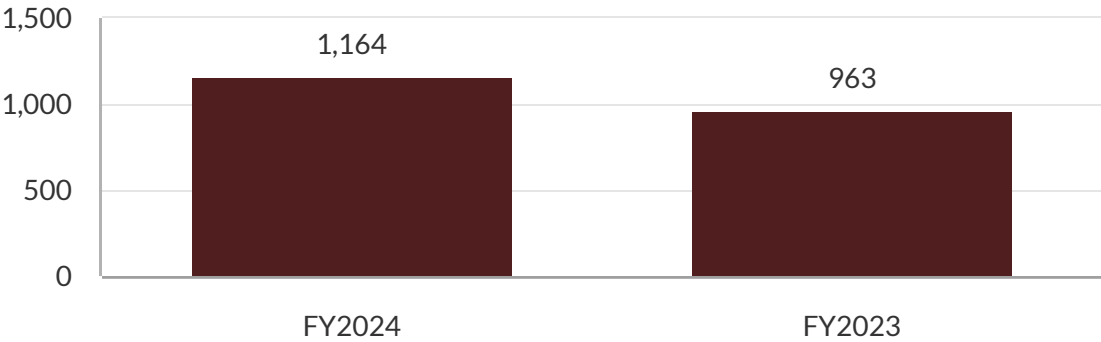
July Memberships



July - Fitness



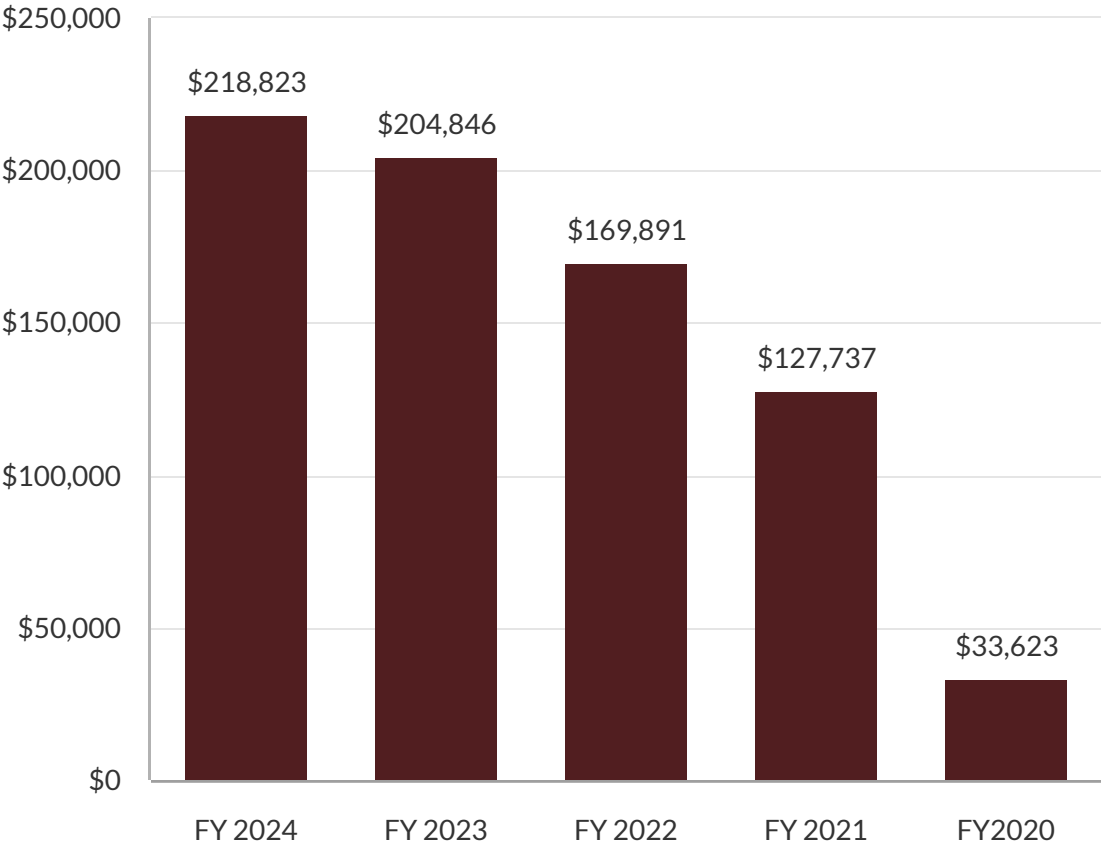
July - Programs (includes Russell Farm Art Center)



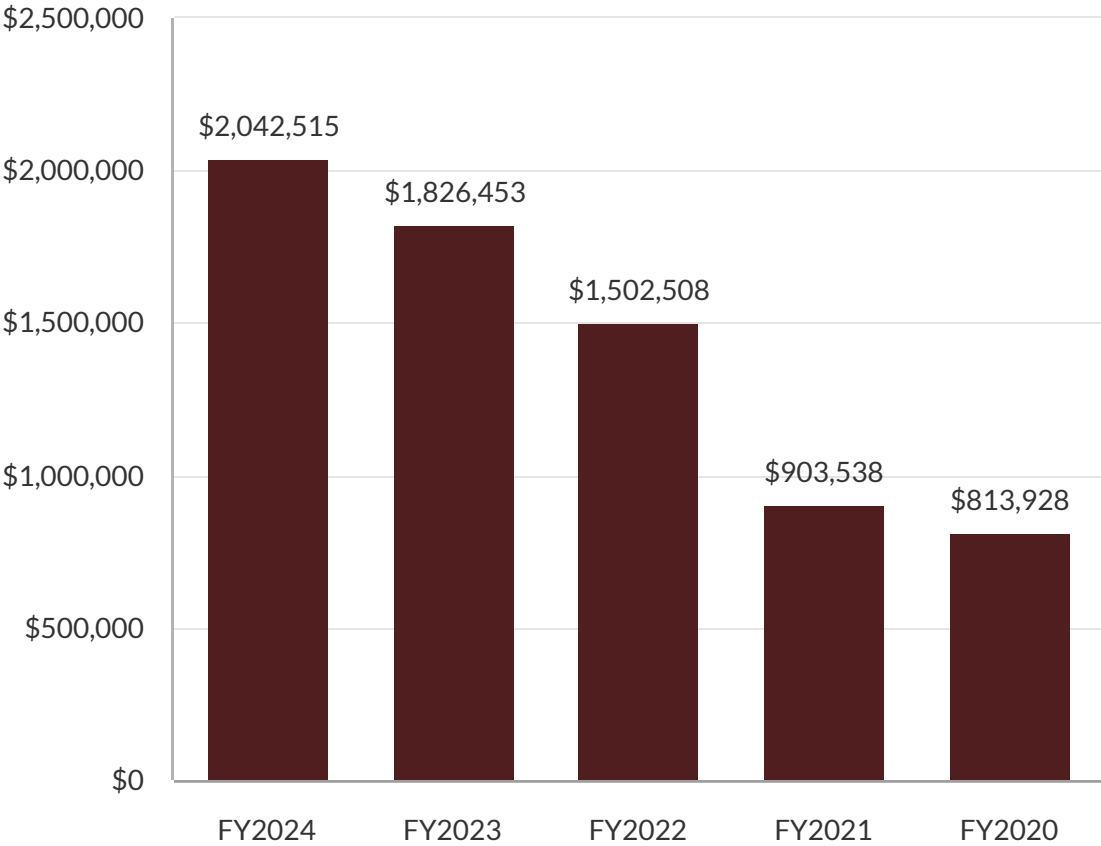
Membership numbers from June 2023 onward now include all individual members of a family membership.

BRiCk-Revenue

July

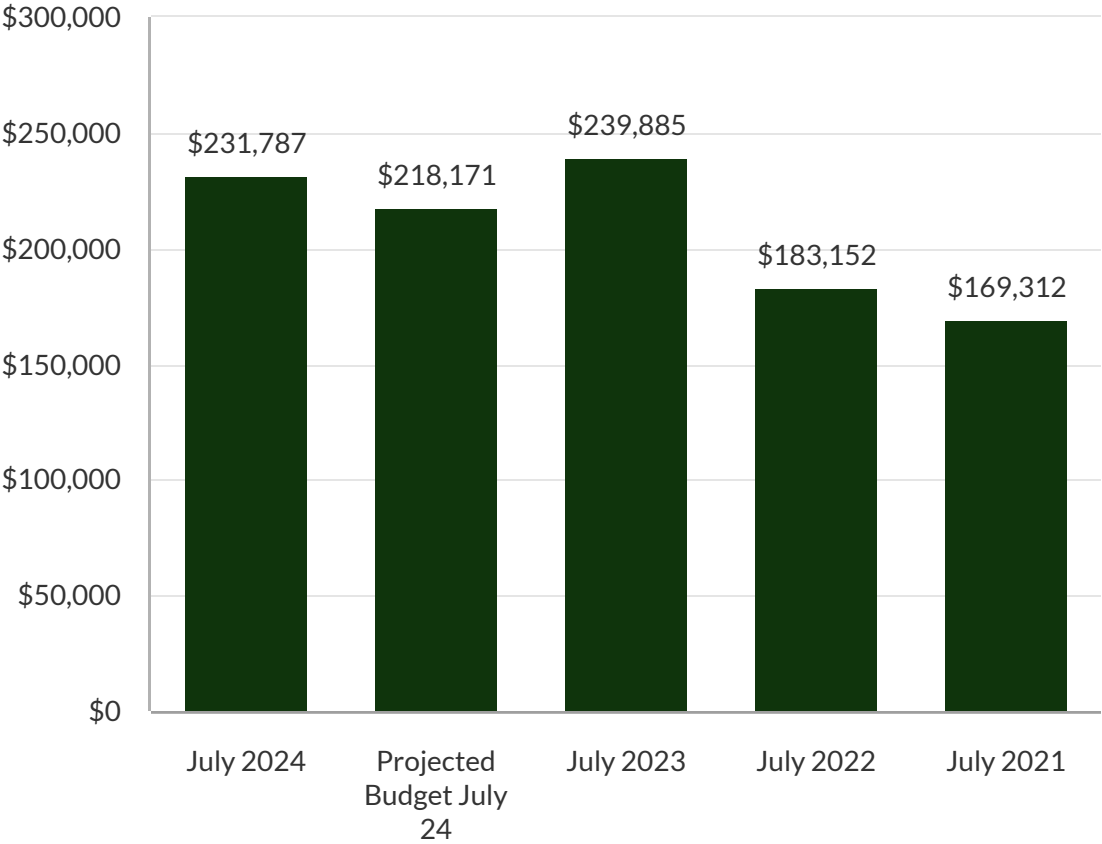


Year to Date (Accruals not included for current FY)

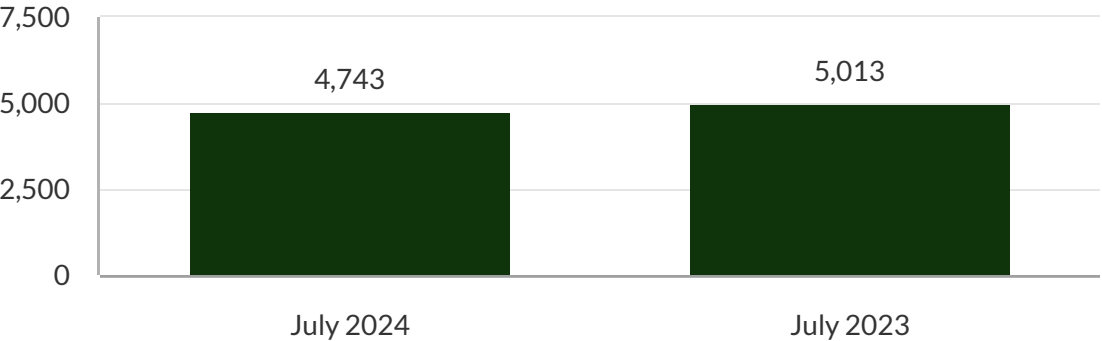


Golf- July Comparisons

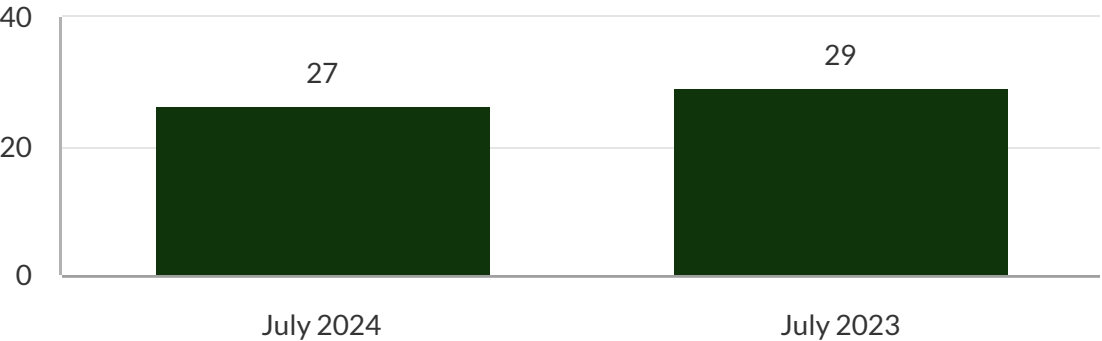
July Revenue



Rounds Played in July

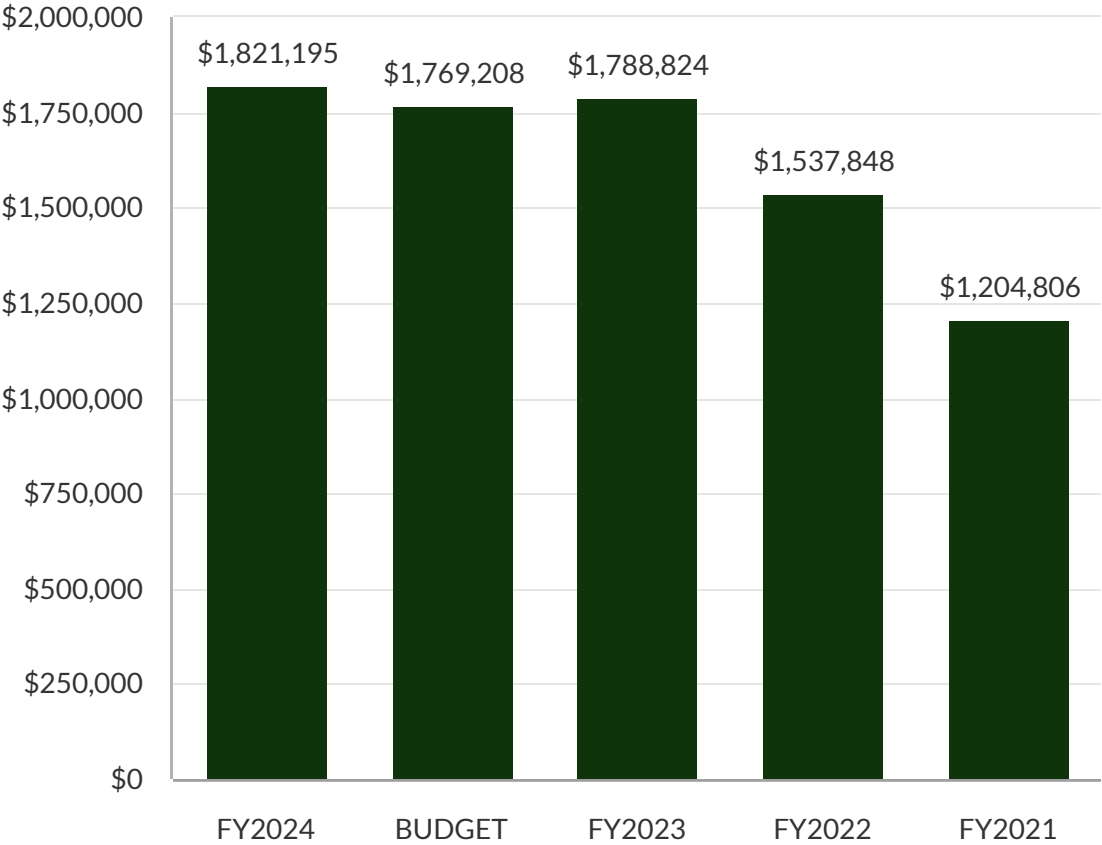


Playable Days * updated criteria with partial days

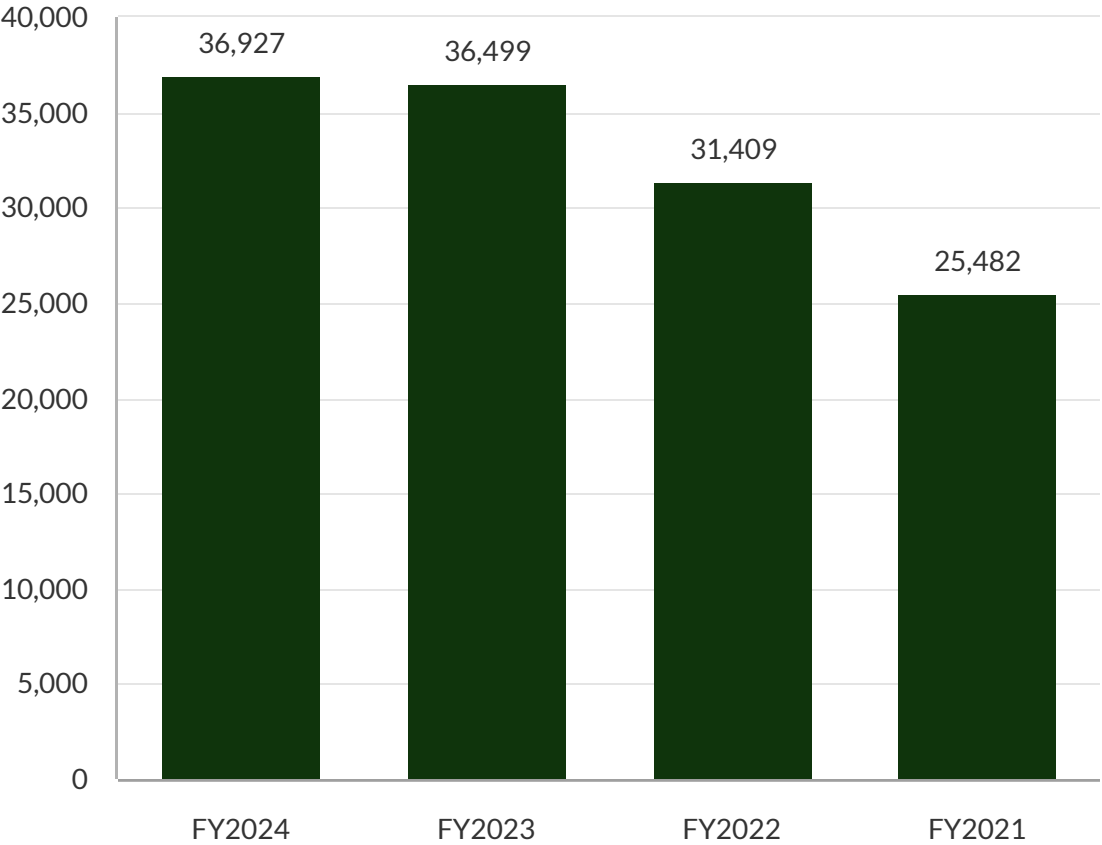


Golf- Year to Date

Revenue YTD October - July

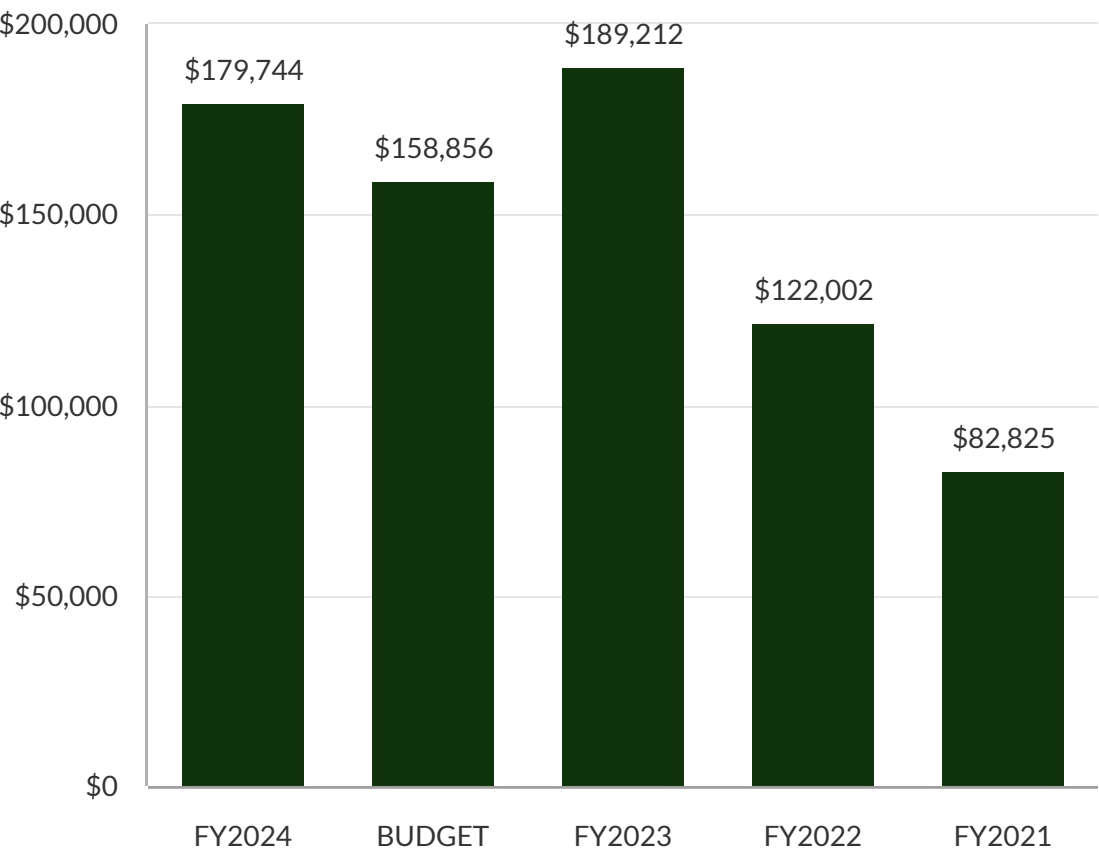


Rounds Played YTD October- July

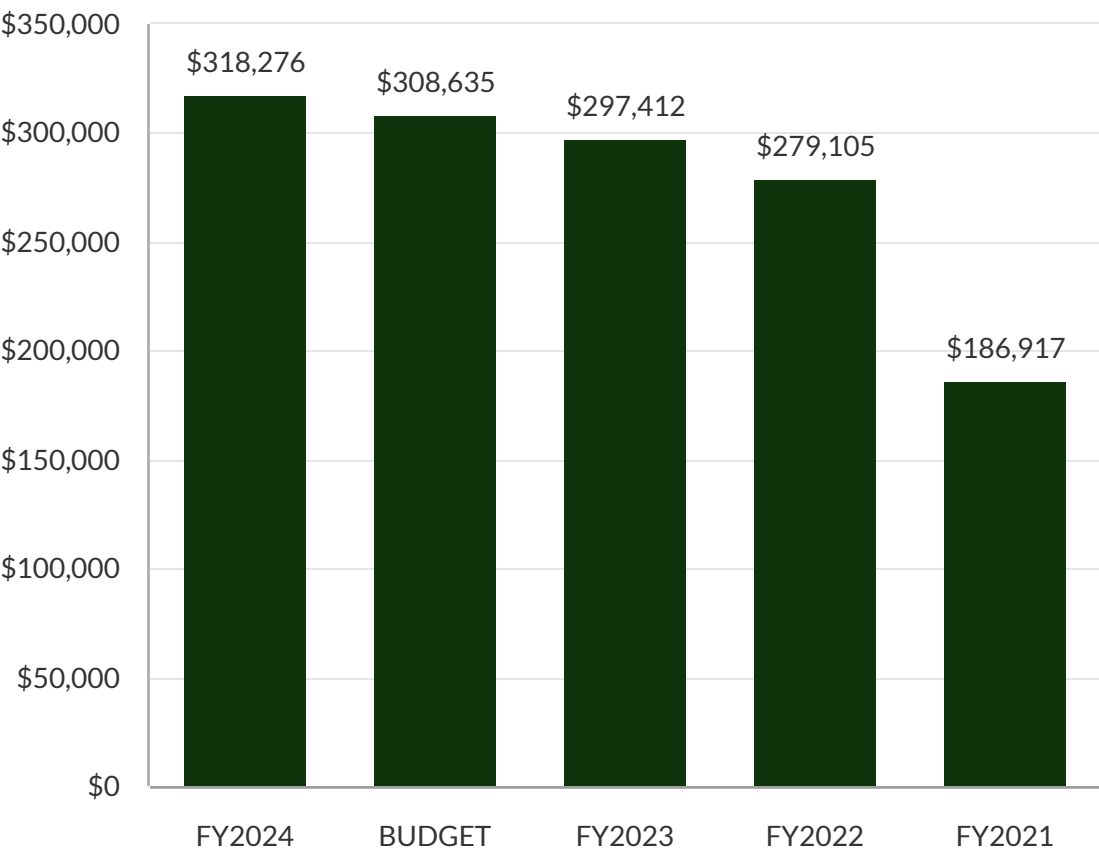


Golf- Pro Shop and FB Revenue Year to Date

Pro Shop Revenue YTD October - July

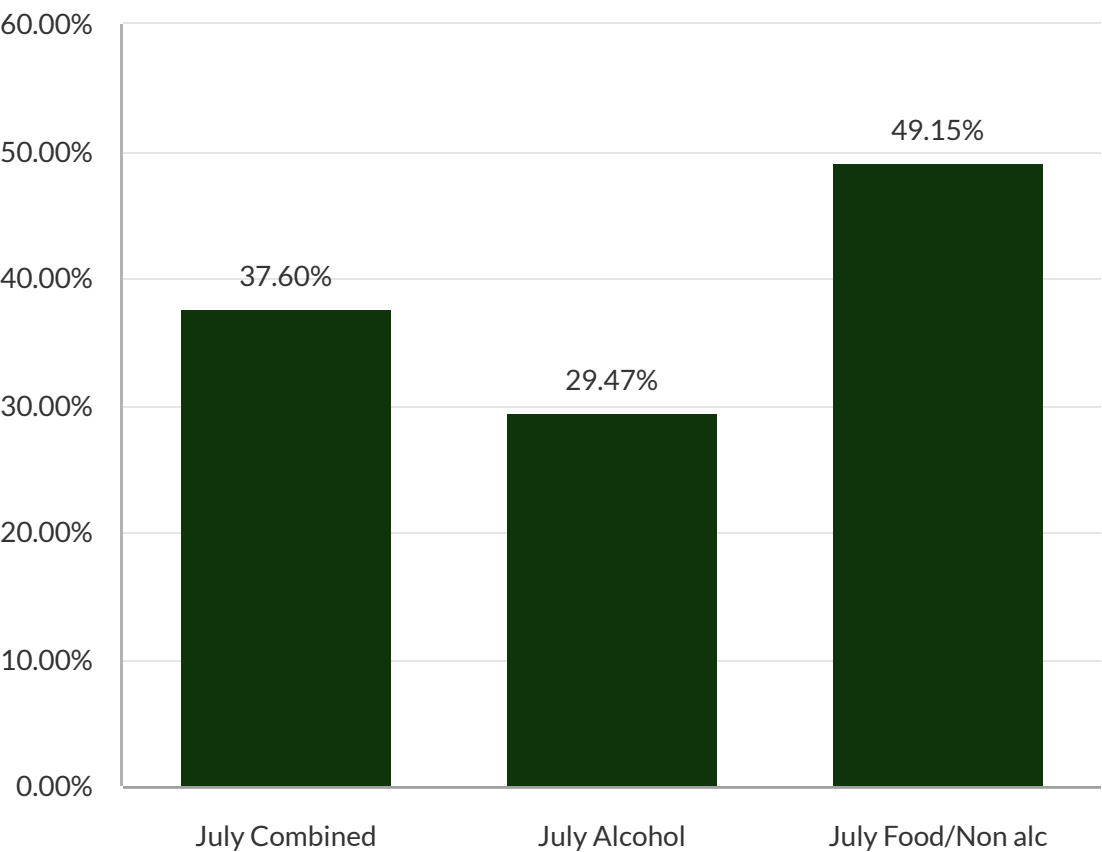


Food and Beverage Revenue YTD October- July

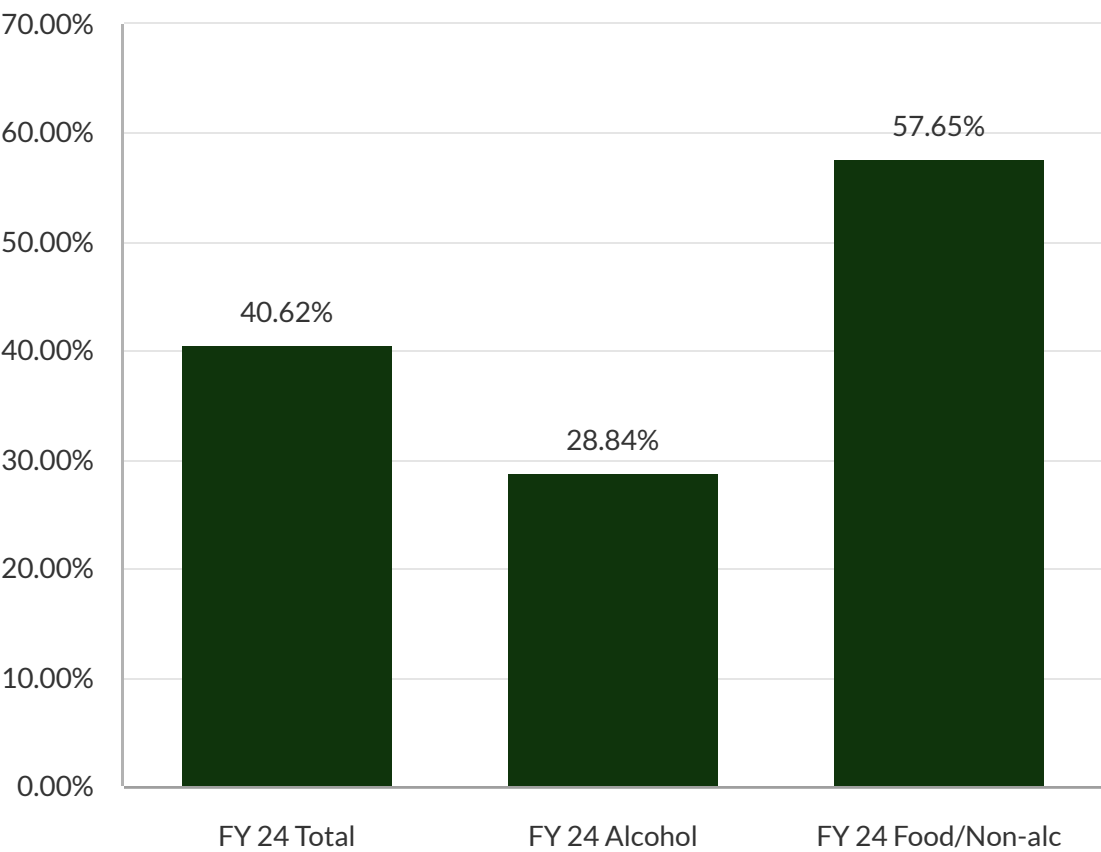


Golf- Food and Beverage Cost of Sales Percentages

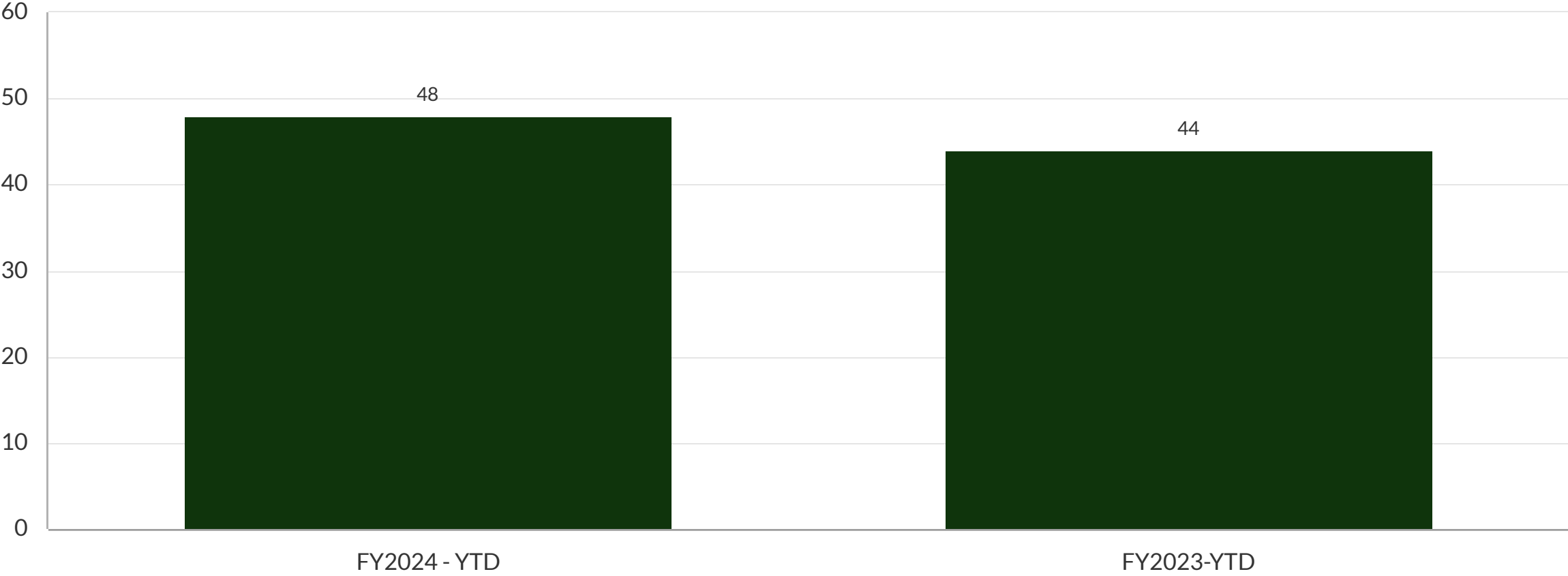
Food and Beverage Cost of Sales % by Department



Food and Beverage Cost of Sales % Combined YTD



Tournaments YTD

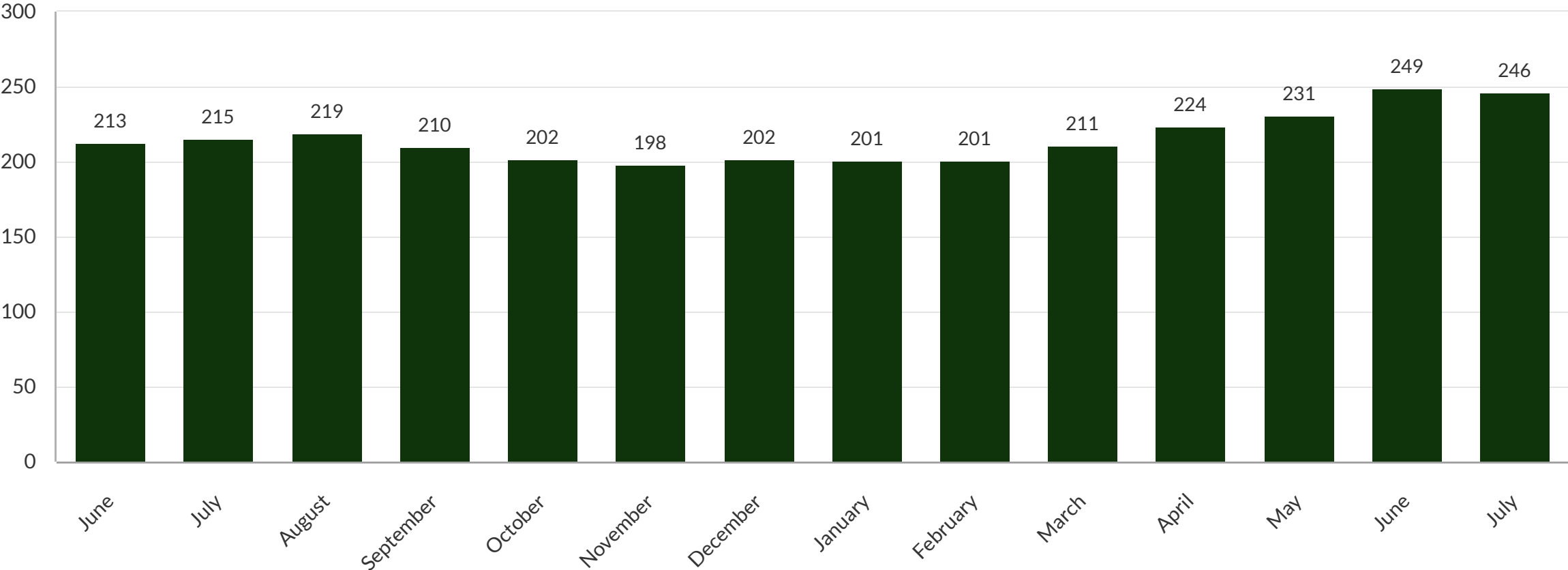


Golf-Memberships

246 Current Members

Item E.

Players Club



Parks - Capital Project Updates



- **Cedar Ridge Park:** Construction 90% complete-Ribbon cutting scheduled for August 22
- **Chisenhall Synthetic Turf Phase 2:** Construction began May 28 with completion scheduled for late September 2024
- **Oak Valley North Restroom:** Prep work begun August 5. Delivery of structure and plumbing/electrical scheduled for August 14
- **Meadowcrest Park:** Approved at July 22 Council meeting; Playground in-production; anticipated completion - November 2024
- **Scott St Trailhead:** Construction award scheduled for Park board meeting, August 15 and City Council meeting, September 9



Community Champions Playground Grant

Up to 100% Matching Funds

GRANT OPPORTUNITY UPDATES



Item E.

WELCOME TO THE TEAM: JESUS CASTELLANOS



PARKS AND RECREATION MONTH WITH FWMB
BTX BIKE RIDE ALONG - ESTIMATED 65 RIDERS



KEEP BURLESON BEAUTIFUL UPDATE: TRASH BASH, SEPT. 14



QUARTERLY TEAM DAYS: ALLEY CATS

Monthly Park and Athletics Highlights

Parks by the Numbers - July 2024

Item E.



Acres Mowed in
Parks and ROWs

1,503
Acres



LITTER ABATEMENT:
Parks, Athletic Fields,
and ROWs



9,870 lbs

Pounds of Litter Removed

Does not include contract litter numbers

**INTEGRATED PEST
MANAGEMENT**

15

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



PLAYGROUND SAFETY

32

INSPECTIONS PERFORMED

MINOR REPAIRS: 3

Follow-Ups: Bailey Lake Dredging and
Oak Valley South Connector



IRRIGATION SERVICES

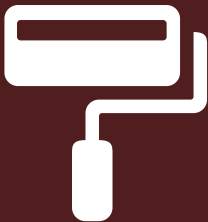
32

Irrigation Systems
Inspected

25

Irrigation repairs made

**GRAFFITI
ABATEMENT**



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

Feedback?

AUGUST 2024



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
				1	2	3
	Summer Fun Camp					Russell Farm Art Class Age 15 & up & Open Art
				Russell Farm Art Camp III	Russell Farm Storytime	
				TaeKwonDo		
4	5	6	7	8	9	10
	Summer Fun Camp					Russell Farm Open Art
	Kung Fu & Women's Self Defense	Open Play Pickleball TaeKwonDo & Gymnastics	Kung Fu	TaeKwonDo & Gymnastics	Open Play Pickleball Russell Farm Storytime	
11	12	13	14	15	16	17
	Kung Fu	Fall Pool Hours Begin Open Play Pickleball TaeKwonDo & Gymnastics	Kung Fu	TaeKwonDo & Gymnastics	Friendly Fest Carnival Dance Open Play Pickleball Russell Farm Storytime	Russell Farm Open Art & Canning Workshop Spish Splash Doggie Bash
18	19	20	21	22	23	24
	Kung Fu	Open Play Pickleball TaeKwonDo & Gymnastics	Kung Fu	TaeKwonDo & Gymnastics	Open Play Pickleball Russell Farm Storytime	Russell Farm Open Art
25	26	27	28	29	30	31
	Kung Fu	Open Play Pickleball TaeKwonDo & Gymnastics	Kung Fu	TaeKwonDo & Gymnastics	Open Play Pickleball	