

BURLESON PARKS ADVISORY BOARD  
November 14, 2024  
MINUTES  
DRAFT

Call to Order – 6:00 P.M.

Roll Call

Board Members Present

Sherry Scott  
Tyler Knox  
Matthew Quinn  
Christian Schott  
Ashli Logan  
Shannan Sutter

Board Members Absent

Lindsey Cobb

Staff Present

Richard Abernathy, Administrative Services Director  
Jen Basham, Director  
Jessica Martinez, Deputy Director of Parks  
Allison Smith, Deputy Director of Recreation  
Daniel Shafer, Parks Superintendent  
Bailey Campbell, Senior Administrative Specialist/Recording Secretary

**Guests**

None

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

2. **Citizen Appearances**

None

3. **General**

A. Consider approval of the minutes from the October 17, 2024, meeting. (Staff Contact: Bailey Campbell, Senior Administrative Specialist)

Sherry Scott made a motion to approve the item. Shannan Sutter seconded the motion. Motion passed 6-0. Absent Lindsey Cobb.

B. Consider recommending approval of July 4th Firework Shows procured through request for proposal number 2024-024 with Pyro Shows of TX with two optional one-year renewals at the total price of \$134,229. (Staff Contact: Allison Smith, Deputy Director of Recreation)

Allison Smith gave a presentation recommending approval of July 4<sup>th</sup> Firework Shows procured through request for proposal number 2024-024 with Pyro Shows of TX. A discussion followed.

Ashli Logan made a motion to approve the item. Sherry Scott seconded the motion. Motion passed 6-0. Absent Lindsey Cobb.

- C. Consider recommending approval of a project with TGS Sports LLC procured through a cooperative purchasing agreement in the amount of \$1,556,300 with a contingency of \$155,630 for the conversion of Buckskin, Morgan, Palomino, Highland, Dartmoor, Welsh, and Hackney fields at Chisenhall Fields to synthetic turf. (Staff Contact: Daniel Shafer, Parks and Athletics Manager)

Daniel Shafer gave a presentation recommending approval of a project with TGS Sports LLC for the conversion of Buckskin, Morgan, Palomino, Highland, Dartmoor, Welsh, and Hackney fields at Chisenhall Fields to synthetic turf. A discussion followed.

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

#### **4. Reports and Presentations**

- A. Receive a presentation on the City of Burleson's 311 Service. (Staff Contact: Richard Abernethy, Administrative Services Director)

Richard Abernathy gave a presentation of the City of Burleson's 311 Service. A discussion followed.

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

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

- C. October Community Calendar Attached

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

#### **5. Requests and Future Agenda Items and Reports**

Christian Schott requested an agenda item or report on investment on Chisenhall Mountain Bike Trail signage.

Sherry Scott requested an agenda item or report on education on Egrets.

#### **6. Adjourn.**

Chairperson, Matthew Quinn adjourned the meeting.  
Time – 6:56 P.M.

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Bailey Campbell, Recording Secretary