

BURLESON PARKS ADVISORY BOARD
October 13, 2022
Draft
MINUTES

Call to Order – 6:00 PM

Roll Call

Board Members Present

Shannan Sutter
Lindsey Cobb
Sherry Scott
Matthew Quinn
Nathan Nakamura

Board Members Absent

Jessie Farris
Michael Massey

Staff in Attendance:

Jen Basham (Director of Parks and Recreation)
David Lopez (Deputy Director, Parks)
Daniel Shafer (Parks Superintendent)
Kerry Montgomery (Senior Administrative Secretary)
Amanda Campos (City Secretary)
Monica Solkos (Deputy City Secretary)

Guests

- 1. Call to order: 6:00 PM**
- 2. A. Discuss and receive an update on the City of Burleson Boards and Commissions.
(Staff presenter: Amanda Campos, City Secretary)**

Staff reviewed general rules and resources for boards and commissions.

B. Approve the September 8, 2022 meeting minutes.

Tabled for the November 10, 2022 meeting, as only one board member was present from the September 8th meeting.

C. Nominate and elect a chairperson and vice chairperson for the FY22-23 term.

Shannan Sutter made the motion to nominate Matthew Quinn as chairperson. Sherry Scott seconded the motion. The motion passed 4-0, with Jessie Farris and Michael Massey being absent. Nathan Nakamura arrived after the vote.

Shannan Sutter made a motion to nominate Sherry Scott for vice chairperson. Matthew Quinn seconded the motion. The motion passed 4-0, with Jessie Farris and Michael Massey being absent. Nathan Nakamura arrived after the vote.

3. Reports and discussion items:

- A. Recommend approval of a contract with PlayWorks, Inc. a sole source provider of Playwell products for improvements to Oak Valley Park in the amount of \$283,121.86. (Staff presenter: Daniel Shafer, Parks Superintendent)**

Staff provided a presentation featuring the current photos of the park and renderings of the proposed improvements. A discussion followed. Shannan Sutter made a motion to recommend approval of the contract. Sherry Scott seconded the motion. The motion passed 5-0, with Jessie Farris and Michael Massey being absent.

- B. Recommend approval of a contract with PlayWorks, Inc. a sole source provider of Playwell products for improvements to Elk Ridge Park in the amount of \$195,084.63. (Staff presenter: Daniel Shafer, Parks Superintendent)**

Staff provided a presentation featuring the current photos of the park and renderings of the proposed improvements. A discussion followed. Shannan Sutter made a motion to recommend approval of the contract, with the addition of research of for wheelchair pathways for access to playground equipment. Sherry Scott seconded the motion. The motion passed 5-0, with Jessie Farris and Michael Massey being absent.

- C. Receive a report, hold a discussion, and give staff recommendations regarding pickleball pilot courts at Warren Park. (Staff presenter: David Lopez, Deputy Director of Parks)**

Staff provided an overview of a proposal to add pickleball courts to the existing tennis courts at Warren Park. Several citizens (who enjoy pickleball as a sports activity) attended in support of the proposal. Sherry Scott made a motion to recommend approval of the addition of pickleball to the existing courts. Lindsey Cobb seconded the motion. The motion passed 5-0, with Jessie Farris and Michael Massey being absent.

- D. Recommend approval of a contract with Level 5 Architecture for the design of a gateway monument sign in the amount of \$62,275. (Staff presenter: Jen Basham, Director of Parks and Recreation)**

Staff provided a presentation outlining the scope of the design work and the locations proposed for the signs. A discussion followed. Shannan Sutter made a motion to recommend approval of the contract as presented. Lindsey Cobb seconded the motion. The motion passed 5-0, with Jessie Farris and Michael Massey being absent.

- E. Parks and Recreation Department Updates. (Staff presenter: Jen Basham, Director of Parks and Recreation)**

The board was briefed with a presentation in regards to special events, programming, revenue and capital improvement projects for the BRiCk, Golf, Russell Farm, and Parks.

Adjourn

There being no further business, Chairperson Cynthia Plonien adjourned the meeting.
Time – 7:46 PM

Kerry Montgomery, Senior Administrative Secretary