

BURLESON PARKS ADVISORY BOARD  
June 15, 2023  
MINUTES

Call to Order – 6:00 PM

Roll Call

Board Members Present

Shannan Sutter  
Ashli Logan  
Lindsey Cobb  
Sherry Scott  
Matthew Quinn  
Michael Massey  
Tyler Knox

Board Members Absent

Nathan Nakamura  
Chris Schott

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: 6:00 PM**

**2. Approve the minutes from the previous meeting.**

**A. Consider approval of the May 11, 2023 meeting minutes. (Staff presenter: Kerry Montgomery, Senior Administrative Secretary)**

A motion was made by Shannan Sutter to accept the minutes as presented. Michael Massey seconded the motion. The motion passed 7-0, with Nathan Nakamura and Chris Schott being absent.

**3. Citizen Appearances**

None

**4. Reports and discussion items:**

**A. Receive a report, hold a discussion and provide staff feedback regarding the 2024-2028 parks and recreation capital improvement plan. (Staff presenter: Jen Basham, Director of Parks and Recreation)**

Staff presented their proposal for the 2024 - 2028 capital improvement plan, and an optional plan at the request of council. A discussed followed. Tyler Knox made a motion to

recommend the CIP as presented and not the optional plan. Lindsey Cobb seconded the motion. The motion passed 6-0, with Chris Schott and Nathan Nakamura being absent.

**B. 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.

**5. Community Announcements**

The board was provided a calendar of June recreation activities.

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

Security in parks.

**Adjourn:**

There being no further business, Chairperson, Matthew Quinn adjourned the meeting.

Time – 7:53 PM

---

Kerry Montgomery, Senior Administrative Secretary