

BURLESON PARKS ADVISORY BOARD  
NOVEMBER 20, 2025  
MINUTES  
**DRAFT**

Call to Order – 6:00 P.M.

Roll Call

Board Members Present

Matt Quinn  
Sherry Scott  
Angel Sanchez  
Christian Schott  
Tyler Knox  
Addison Oscarson  
Ashli Logan  
Shannan Sutter

Board Members Absent

Christian Schott

Staff Present

Jen Basham, Director of Parks and Recreation  
Allison Smith, Deputy Director of Recreation  
Jessica Martinez, Deputy Director of Parks

**Guests**

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

2. **Citizen Appearances**

None.

3. **General**

- A. Consider approval of the minutes from the August 21, 2025, meeting. (Staff Contact: Bailey Campbell, Senior Administrative Specialist)

Ashli Logan made a motion to approve the item. Shannan Sutter seconded the motion. Motion passed 7-0. Absent Christian Schott.

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

Receive a report and provide feedback on the Shannon Creek Park redesign proposal. (*Staff Contact: Jessica Martinez, Deputy Director of Parks*)

Jen Basham gave a report on a proposed scope amendment to Shannon Creek Park Design. A discussion followed.

- A. Receive the October 2025 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 July 2025.

- B. Review the December 2025 Parks and Recreation calendar. (Staff Contact: Jen Basham, Director of Parks and Recreation)

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

#### **4. Requests for Future Agenda Items and Reports**

#### **5. Adjourn.**

Chairperson, Matt Quinn adjourned the meeting.  
Time – 7:12 P.M.

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Jen Basham, Recording Secretary

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Jessica Martinez, Secretary in Attendance