

BURLESON PARKS AND RECREATION BOARD
SEPTEMBER 17, 2026
MINUTES
DRAFT

ROLL CALL

BOARD MEMBERS PRESENT

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

BOARD MEMBERS ABSENT

Staff Present

Eric Oscarson, Deputy City Manager
Tony D. McIlwain, Development Services Director
Allison Smith, Deputy Director of Recreation
Dr. Jessie Farris, Urban Forester
Sarah Heath, Senior Administrative Specialist/Recording Secretary
Ryan Rojas, Emergency Operations Manager

Guests

Sandra Youngblood, Community Resilience Specialist for the North Central Texas
Council of Governments
Tabetha Kwasnica, Community Resilience Specialist for the North Central Texas
Council of Governments

1. **CALL TO ORDER** - Time 6:00 p.m.

With a quorum of the Parks and Recreation Board present, Chairperson Matt Quinn called the meeting to order. **Time: 6:00 p.m.**

2. **CITIZEN APPEARANCES**

None.

3. **GENERAL**

A. **Consider and take possible action on the minutes from the August 20, 2026 meeting. (Staff Contact: Sarah Heath, Senior Administrative Specialist)**

Motion made by Miguel Angel Sanchez and seconded by Sherry Scott to approve the minutes as presented.

Motion passed 7-0 with Ashli Logan absent.

Ashli Logan entered the Board meeting at 6:00 p.m.

4. **REPORTS AND PRESENTATIONS**

A. **Receive a presentation from the Emergency Preparedness Department of the North Central Texas Council of Governments (NCTCOG) regarding emergency preparedness and response. (Presenter: Sandra Youngblood, Community Resilience Specialist)**

Sandra Youngblood, Community Resilience Specialist for the North Central Texas Council of Governments, presented to the Board regarding emergency preparedness and response. The presentation included:

- Defining the North Central Texas Council of Governments (NCTCOG) Emergency Preparedness Department, the Regional Catastrophic Preparedness Grant Program (RCPGP), and emergency management
- Reasons to prepare for emergencies
- Types of disasters: natural, technological and accidental, manmade
- How parks and recreation departments respond to emergencies and support public safety personnel
- A summary of results from a National Recreation and Park Association survey in January 2025 on emergency preparedness and response
- Burleson community resilience survey results as of August 6, 2026
- An example of a resiliency backpack for personal emergency preparation available for community outreach events
- The website and contact information

Staff clarified that Ryan Rojas, Emergency Operations Manager, would coordinate with the Community Emergency Response Team (CERT) for volunteer response during an emergency.

B. **Receive a report, hold a discussion, and provide staff direction on the landscaping of parking lots. (Staff Contact: Tony D. McIlwain, Development Services Director)**

Tony D. McIlwain, Development Services Director, presented a report on the landscaping regulations of parking lots. The presentation included:

- A review of Chapter 86 of the Burleson Code of Ordinances
- A summary of landscaping standards, landscaping of parking lots with approved tree types, and landscape island regulations

- Credit offered for each landscaped island of at least 10' x 20' located within a parking lot
- The collaboration of City departments in project design, such as between Development Services, Capital Projects, and Parks and Recreation
- Public access
- Off-street parking considerations

The Board expressed concern regarding the condition of the trees in the landscaped parking lot islands at Chisenhall Fields. Dr. Jessie Farris, Urban Forester, advised that some of the parking lot islands at this location do not currently contain trees. Dr. Farris reported that a tree inventory is underway, which includes inspections of existing trees and recommendations for adjustments to irrigation or other identified needs. Dr. Farris stated that there is no current plan to plant additional trees in these islands, though other areas may be assessed for suitability for future plantings. The Board expressed concern that, without replacement landscaping in the islands, the public may park in those spaces. Staff confirmed that the planned breaks in the parking lot also provide accessible routes to public spaces.

The Board expressed concern regarding the presence of golf carts in parks and on trails and the potential for obstruction of accessible pathways. Staff confirmed that golf carts are regulated under the Texas Transportation Code. The Board recommended that staff review routes to the maintenance areas at Hidden Creek Golf Course and consider installing a gate to prevent golf carts from using the sidewalk.

The Board noted the maturity of the trees in the landscaped parking lot islands at Chisenhall Fields and consideration for the natural lifespan of the trees. The Board expressed concern for parking at Chisenhall Fields blocking the flow to the sidewalk, noting that staff have installed deterrent measures such as large rocks in areas of concern.

Dr. Farris confirmed that new plantings have irrigation installed and that there are current repairs to the irrigation at Chisenhall Fields with water pumped from Bailey Lake.

Eric Oscarson, Deputy City Manager, referenced working with The Sports Facilities Companies (SFC) to identify a future Capital Project at Chisenhall Fields to be able to transfer over potable water with consideration for fiscal impact. Mr. Oscarson confirmed there are multiple locations where water is pumped for irrigation purposes across the city and that not all existing irrigation ponds have wells. He indicated that the well for Bailey Lake provides adequate pumping capacity.

C. Receive a presentation and provide staff feedback regarding the Warren Park Master Plan. (Presenter: Eric Oscarson, Deputy City Manager)

Eric Oscarson, Deputy City Manager, gave a presentation of the proposed Warren Park Master Plan. The presentation included:

- A project overview
- Existing conditions and amenities at Warren Park
- Key milestones in the development of the Warren Park Master Plan
- Public engagement strategies and key priorities identified in community feedback
- Proposed improvements reflected in conceptual renderings
- 23 key proposed improvements
- Implementation and phasing by area of the park with potential for incremental phasing as funding becomes available
- Next steps in the master planning process

Board discussion reflected support for the proposed addition of volleyball courts. The Board recommended consideration for the potential impact to existing soccer and football activity in flexible open green space areas and the incorporation of sand surfacing of the volleyball courts as fiscally responsible. The Board emphasized the importance of access to a wide variety of activities.

The Board expressed concern for the impact of lighting to the surrounding neighborhood. Mr. Oscarson confirmed that the City has lighting requirements and will study for light pollution.

Mr. Oscarson clarified that the “enhanced crosswalk pavement” identified as a key proposed improvement across SW Johnson Ave. from Warren Park to the Burleson Public Library will differentiate the surface texture for greater pedestrian safety while still maintaining requirements of crosswalks on streets. Board discussion reflected concern for the safety of the lit area along the footpath should it be used as a pass-through to the street by bikes or other vehicles.

The Board noted that the expansion of the parking lot results would reduce the existing basketball court and add a second court near the existing tennis/pickleball courts. The Board expressed support for the addition of swings. Mr. Oscarson noted there will be additional opportunities for community feedback in regards to playground design.

The Board noted the flow of water under the bridge and as a play area. Mr. Oscarson clarified the bridge will be ADA-compliant with a culvert underneath it to support normal weather conditions with design for flood conditions.

The Board expressed a safety concern for the proposed plaza seating with string lights next to the basketball courts being utilized by bikes or other vehicles to reach SW Johnson Ave.

The Board expressed support for the orientation of new sports courts to reduce the negative impact of sunlight during play and reduce the pollution of sports balls beyond court fencing.

The Board expressed support for trees along the back of the park near the playground area. Dr. Jessie Farris, Urban Forester, has formed tree planting plans for this year which include Warren Park and will plan for future trees to be established outside of the construction zone.

The Board expressed concern for public safety at the crosswalk across SW Johnson Ave. from Warren Park to the Burleson Public Library, noting challenges to visibility while acknowledging the existing warning lights. The Board recommended staff to consider ways to improve crosswalk safety such as additional signage or moving the sidewalk to the street corner.

The Board supported maintaining a natural feel to the park while incorporating safety and amenity enhancements, such as with improvements around Booger Creek and color selections for surfacing and structures.

Mr. Oscarson noted that a completion date has not been established and that funding for other identified projects such as the development of Burleson Legacy Park, future master-planned improvements to Hidden Creek Golf Course and Russell Farm Art Center, and existing playgrounds where structures are nearing replacement timeframes must also be considered in planning phasing.

The Board expressed support for the initial concepts presented.

D. Receive a departmental update. (Staff Contact: Eric Oscarson, Deputy City Manager)

Allison Smith, Deputy Director of Recreation, presented an update to the Recreation division:

- Attendance at recent special events and upcoming special events
- Attendance at last month's programs and athletics and upcoming programs and athletics
- Attendance at last month's activities at Russell Farm Art Center and upcoming activities at Russell Farm Art Center
- An update to social media engagement last month, highlighting a post on a new trail feature
- Current volunteer roles and upcoming volunteer opportunities
- A comparison of The BRiCK memberships, day passes, and program participation last month across fiscal years

The Board recommended that staff reach out to Larry Scott for consideration to facilitate a potential fishing clinic.

The Board inquired whether data is collected on the reasons patrons purchase day passes at The BRiCk in order to better understand which amenities are being utilized. Ms. Smith noted that tracking day pass patron counts is challenging given the continuous flow of members and visitors and that the specific reasons for day pass purchases are not always readily apparent.

Eric Oscarson, Deputy City Manager, presented an update to the Golf and Parks divisions:

- A comparison of Hidden Creek Golf Course metrics for last month and year-to-date as compared to previous years with consideration for heat conditions in August 2026
- An update to capital projects: Shannon Creek, Warren Park, Green Ribbon, Burleson Legacy Park

Dr. Jessie Farris, Urban Forester, presented an update to Parks operations, including completed projects, a new grant received for Centennial Park pending soil evaluation, current and upcoming priorities, and park metrics.

Dr. Farris clarified that 12 trees, funded by a grant, will be planted for Texas Arbor Day on November 6, 2026 at Russell Farm Art Center along a trail near the Dairy Barn towards a wildscape area.

C. Receive the October 2026 programming calendar. (Staff Contact: Eric Oscarson, Deputy City Manager)

A paper copy of the October 2026 programming calendar was given to the Board.

5. REQUESTS FOR FUTURE AGENDA ITEMS AND REPORTS

- Update on landscaping of medians on SW Wilshire Blvd. with consideration for visibility

6. ADJOURN

There being no further business, a motion was made by Ashli Logan and seconded by Shannan Sutter to adjourn the meeting. Chairperson Matt Quinn adjourned the meeting. **Time: 7:39 p.m.**

Sarah Heath
Recording Secretary