

BURLESON PARKS ADVISORY BOARD
August 21, 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

Board Members Absent

Shannan Sutter
Lindsey Cobb
Ashli Logan

Staff Present

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

Guests

Kristen Tanz, Environmental Health Specialist, Keep Burleson Beautiful Member
Mary Ann Matthews, Master Naturalist, Keep Burleson Beautiful Member
Heidi Garbe, President of Keep Burleson Beautiful

1. **Call to Order: 6:00 PM**—Matt Quinn called the meeting to order at 6:01 PM

2. **Citizen Appearances**

None.

3. **General**

- A. Consider approval of the minutes from the June 19, 2025, meeting. (Staff Contact: Bailey Campbell, Senior Administrative Specialist)

Christian Schott made a motion to approve the item. Tyler Knox seconded the motion. Motion passed 6-0. Absent Shannan Sutter, Lindsey Cobb, and Ashli Logan.

- B. Nominate and elect a Chair and Vice-Chair for the board for the Fiscal Year 2025-26 term. (Jen Basham, Director of Parks and Recreation)

Matt Quinn volunteered to continue to serve as Chair. Matt Quinn made a motion to approve. All in favor.

Motion passed 6-0. Absent Shannan Sutter, Lindsey Cobb, and Ashli Logan.

Tyler Knox volunteered to serve as Vice Chair. Matt Quinn made a motion to approve. All in favor.

Motion passed 6-0. Absent Shannan Sutter, Lindsey Cobb, and Ashli Logan.

4. Reports and Presentations

- A. Consider recommending approval of three new bike trail features funded and constructed by Fort Worth Mountain Bike Association (FWMBA) at Chisenhall Hike and Bike Trail (Staff Contact: Jessica Martinez, Deputy Director of Parks)

Jessica Martinez gave a report recommending approval of three new bike trail features funded and constructed by Fort Worth Mountain Bike Association (FWMBA) at Chisenhall Hike and Bike Trail. A discussion followed.

Sherry Scott made a motion to approve the item. Tyler Knox seconded the motion. Motion passed 6-0. Absent Shannan Sutter, Lindsey Cobb, and Ashli Logan.

- B. Receive a report and presentation regarding the proposed implementation of naturalized no-mow areas within select parks and right-of-way (ROW) medians for environmental, operational, and educational purposes. (Staff Contact: Jessica Martinez, Deputy Director of Parks)

Jessica Martinez gave a report regarding the proposed implementation of naturalized no-mow areas within select parks and right-of-way (ROW) medians for environmental, operational, and educational purposes. A discussion followed.

- C. Receive a report, hold a discussion and provide staff feedback regarding the Parks and Recreation Master Plan (Staff Contact: Jen Basham, Director of Parks and Recreation)

Jen Basham gave a report regarding the Parks and Recreation Master Plan. A discussion followed.

- D. Receive the July 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.

- E. Review the September 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 – 8:37 P.M.

Bailey Campbell, Recording Secretary

Jessica Martinez, Secretary in Attendance