

Public Engagement Process

Park Board

June 13, 2024 Staff Presenter: Jen Basham, Director of
Parks and Recreation

History

- In December of 2020 staff began implementing projects from the 2019 Parks Master Plan
- Clark Park redesign was presented with a budget of \$85,000, initial feedback from the board and council was to create a public engagement process where the community is the center of all design choices for their parks
- In June of 2021 Council adopted a formalized public engagement process through resolution for park designs moving forward



Clark Parks Initial

Design

The Process

- Step 1-The project will be identified as a need in the parks master plan, by citizen request, or deemed in need of replacement by staff
- Step 2-The project will be placed on the 5 year capital plan
- Step 3-The year the project is ready for design staff will request feedback from the community and surrounding neighbors of a park prior to conceptual design
- Step 4-Conceptual designs will be created based on feedback
- Step 5-The community will provide feedback on initial design options
- Step 6-Park Board and Council will recommend a design based off of the feedback from the community
- Step 7-Final design will be bid and presented to the board and council for award

RESOLUTION

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BURLESON, TEXAS, AUTHORIZING CITY OF BURLESON PARKS PROJECT PROCESS.

WHEREAS, the City of Burleson, Texas ("City"), is a home rule city acting under its charter adopted by the electorate pursuant to Article XI, Section 5 of the Texas Constitution and Chapter 9 of the Local Government Code; and

WHEREAS, the City of Burleson supports the parks and recreation for residents and visitors alike to enjoy a safe and unique blend of active parks, open spaces, miles of trails, and quality level of service; and

WHEREAS, the Burleson Parks and Recreation Department works to ensure that the community is engaged for feedback regarding upcoming capital projects.

WHEREAS, the City Council has deliberated the process for public engagement process for projects that are being designed.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BURLESON, TEXAS, THAT:

Section 1.

The Parks and Recreation Department will seek feedback from the community regarding upcoming park projects utilizing the following process. The project will be identified as a need in the Parks Master plan, by citizen request, or deemed in need of replacement or repair by City staff. The project will be placed in the 5 year capital improvement program with a set preliminary budget based on the scope of the project. The parks and recreation department will request feedback from the community and surrounding neighbors of a park the year it is being considered for improvements. A conceptual design based on initial feedback will be created. The conceptual design and amenities will be vetted through the Parks and Recreation Board and City Council. The public will be engaged to gather feedback on the concepts and amenities being proposed for the project. A concept and amenities will be selected based on feedback and a final design and construction contract will be presented to the Parks Board and City Council for approval. The final design will be bid out for construction and the City Council will be brought the preferred vendor for award. Upon award of a construction bid, the project will be constructed and opened for the community to enjoy.

The Strategy

- Prior to creating any design elements for a park, playground, or facility staff creates an online survey to ask the community what they would like to see in the space
- For park refurbishments-staff works with multiple playground manufacturers to create concepts based off the initial feedback, the constraints of the site, and the budget provided, the concepts are scrubbed by staff and the community is asked what their preferred design is
- Staff presents the public engagement feedback and community selected design to Park Board and Council for consideration

Public Engagement

1. Happens multiple times throughout a project
2. Starts as part of the master planning process
3. Assists with prioritizing CIP
4. Can occur prior to conceptual design
5. Between conceptual and final design
6. Before every design phase milestone
7. Used to guide project

The Reach

How extensive the reach is depends on the scale of the project

- Park refurbishments-if staff is replacing an existing amenity, such as a playground, with an updated version, two rounds of online surveys, a sign at the park stating that we are requesting feedback, social media outreach, and email blasts are utilized
- New amenities in existing parks-in addition to online surveys and signs in the park, staff will place door knockers on each residence that is adjacent to the park and invite them to a public meeting to discuss the proposed amenities and ensure that everyone is comfortable





The Reach

- New parks or amenities- In addition to surveys and door knockers, staff mails postcards to everyone within 1 mile of the park and invites them to design charettes to discuss the park, staff also hosts meetings at the site to receive feedback and understand the communities thoughts about the space
- Direct feedback-Lastly, staff has began ensuring that we are diligently seeking out feedback from our community members with special needs, staff works directly with the Center for ASD, BISD SPED, and Fitabilities to cast a broader net and hope to bring more input from members of the community with special needs

The Application

- This process has been utilized since creation in 2021
- The first few projects after the resolution passed were brought forward to park board and council for design review (step 6) prior to final design being completed;
- Staff was directed to move forward with the community preferred design and present the construction award to Park Board and Council for consideration in order to move projects through the process more efficiently



The Question

- Keep the process as it has been implemented and update the resolution
- Honor the original language of the resolution and resume adding the final concepts for review prior to initiating final design through Park Board and Council