

Community Services Committee Agenda

Wednesday, January 24, 2024 9:00 AM City Hall - 141 W. Renfro Burleson, TX 76028

1. CALL TO ORDER

2. CITIZEN APPEARANCES

Each person in attendance who desires to speak to the Committee on an item NOT posted on the agenda, shall speak during this section. A speaker card must be filled out and turned in to the City Secretary prior to addressing the Committee. Each speaker will be allowed three minutes to speak.

Each person in attendance who desires to speak on an item posted on the agenda shall speak when the item is called forward for consideration.

3. **GENERAL**

- A. Consider approval of the minutes from the November 20, 2023 Community Services Committee meeting. (Staff Contact: Amanda Campos, City Secretary)
- B. Receive a report, hold a discussion and provide staff feedback regarding an update on the Public Art Committee. (Staff Presenter: Jen Basham, Director of Parks and Recreation)
- C. Receive a report, hold a discussion and provide staff feedback regarding the use of E-Bikes on the trail system. (Staff Presenter: Jen Basham, Director of Parks and Recreation)
- D. Receive a report, and hold a discussion regarding the Burleson Public Library master plan and facility study. (Staff Presenter: DeAnna Phillips, Community Services Director)

4. BOARD REQUESTS FOR FUTURE AGENDA ITEMS OR REPORTS

5. EXECUTIVE SESSION

In accordance with Chapter 551 of the Texas Government Code, the Committee may convene in Executive Session in the City Council Workroom at City Hall to conduct a closed meeting to discuss any item listed on this agenda.

A. Pending or Contemplated Litigation or to Seek the Advice of the City Attorney Pursuant to Section 551.071

6. ADJOURN

CERTIFICATE

I hereby certify that the above agenda was posted on this the 17th of January 2024, by 6:00 p.m., on the official bulletin board at the Burleson City Hall, 141 W. Renfro, Burleson, Texas.



Amanda Campos

City Secretary

ACCESSIBILITY STATEMENT

The Burleson City Hall is wheelchair accessible. The entry ramp is located in the front of the building, accessible from Warren St. Accessible parking spaces are also available in the Warren St. parking lot. Sign interpretative services for meetings must be made 48 hours in advance of the meeting. Call the A.D.A. Coordinator at 817-426-9600, or TDD 1-800-735-2989.





Community Services Committee

DEPARTMENT: City Secretary's Office

FROM: Amanda Campos, City Secretary

MEETING: January 24, 2024

SUBJECT:

Consider approval of the minutes from the November 20, 2023 Community Services committee meeting. (Staff Contact: Amanda Campos, City Secretary)

SUMMARY:

The Community Services committee duly and legally met on November 20, 2023 for a regular meeting.

OPTIONS:

Committee may approve the minutes as presented or approve with amendments.

RECOMMENDATION:

Approve.

STAFF CONTACT:

Amanda Campos City Secretary acampos@burlesontx.com 817-426-9665

COMMUNITY SERVICES COUNCIL COMMITTEE November 20, 2023 DRAFT MINUTES

Council present:

Council Absent:

Victoria Johnson Phil Anderson Ronnie Johnson

Staff present

Eric Oscarson, Deputy City Manager
Harlan Jefferson, Deputy City Manager
Matt Ribitzki, Deputy City Attorney
Amanda Campos, City Secretary
Monica Solko, Deputy City Secretary
Justin Scharnhorst, Assistant City to the City Manager
Christina Stanton, Marketing and Communications Manager

1. CALL TO ORDER - Time: 3:00 p.m.

Victoria Johnson called the meeting to order at 3:01 p.m.

2. CITIZEN APPEARANCES

None.

3. **GENERAL**

A. Nominate and elect a Chair for the Community Services Committee for Fiscal Year 2023-2025 term. (Staff Contact: Amanda Campos, City Secretary)

Motion made by Ronnie Johnson and Phil Anderson to nominate Victoria Johnson to serve as chair.

Motion passed 3-0.

4. REPORTS AND DISCUSSION ITEMS

A. Receive a report, hold a discussion and provide staff direction regarding options for a citizen civic academy. (Staff Presenter: Amanda Campos, City Secretary)

Amanda Campos, City Secretary presented options for a citizen civic academy to the committee.

Discussion included:

Application (name, address, phone, email)

Minutes 11.20.23

- Limit to 20 people random drawing
- Survey at the end
- Name: Burleson 101 Civic Academy
- Age limit: 18 years and older
- Application open: December 1-18
- Class: January 11-May 9
- Graduation ceremony (must attend 7 classes)
- Recognize first graduating class at council meeting

B. Receive a report, hold a discussion regarding Connect with Council 2024 initiatives for community engagement. (Staff Presenter: Amanda Campos, City Secretary)

Amanda Campos, City Secretary, discussed passed and new ideas for Connect with Council 2024 initiatives for community engagement.

Initiatives discussed:

- Facebook Live
- Coffee with Council
- Ice Cream Social on the Plaza with Council
- Community events
- HOA, Senior Living, Apartment President meeting
- Active Adult Luncheon/Coffee
- Senior Center and ISD Retirement
- New Resident Mixer
- Talk to teachers (BISD/JISD)
- Burleson Business roundtable
- Old Town business
- Non-profits (a day of giving)
- Burleson Teen Government Committee

The committee requested more information on the Burleson Teen Government committee.

5. BOARD REQUESTS FOR FUTURE AGENDA ITEMS OR REPORTS

- Opel Lee, book Juneteenth on Feb 17 (registration, issue a proclamation for the event – 1st meeting in February)
- Next meeting January 24 at 9 a.m.

6. ADJOURN

Motion made by Phil Anderson and seconded by Ronnie Johnson to adjourn.

There being no further business Chair Victoria Johnson adjourned the meeting.

Minutes 11.20.23

Time: 3:58 p.m.

Monica Solko

Deputy City Secretary





Community Services Committee

DEPARTMENT: Parks and Recreation

FROM: Jen Basham, Director of Parks and Recreation

MEETING: January 24, 2024

SUBJECT:

Receive a report, hold a discussion and provide staff feedback regarding an update on the Public Art Committee. (Staff Presenter: Jen Basham, Director of Parks and Recreation)

SUMMARY:

The Public Art Committee has been working towards selecting a firm to create a Public Art Master Plan. The committee has been meeting periodically over the past year to gain a better understanding of public art and refining the scope for a request for qualifications (RFQ). In November of 2023, the RFQ was issued. In December, the committee met to review submissions. In January 2024, the committee met to interview the top firm and made a formal recommendation to proceed with Designing Local to create a Public Art Master Plan for the City of Burleson.

PRIOR ACTION/INPUT (Council, Boards, Citizens):

August 23- Public Art Committee requested to solicit consultants through and RFQ process

November 23- An RFQ was advertised

December 14-Public Art Committee requested to interview their top firm prior to making a formal recommendation

January 11, 2024-Public Art Committee interviewed and formally recommended proceeding with Designing Local

STAFF CONTACT:

Jen Basham, CPRE
Director of Parks and Recreation

jbasham@burlesontx.com

817-426-9201





PUBLIC ART COMMITTEE

COMMUNITY SERVICES COMMITTEE • JANUARY 24, 2024
STAFF PRESENTER: JEN BASHAM, DIRECTOR OF PARKS AND RECREATION







COMMITTEE OBJECTIVE

Create a comprehensive master plan that celebrates the design, art, culture, history and unique attributes of the community through public art in the City of Burleson.



History

Neighborhood Services and Keep Burleson Beautiful implemented a call for art in 2022 to install a mural at Bailey Lake

City Council identified public art as a priority in their 2022 strategic plan

Staff presented options for formalizing a board or committee for public art on October 3, 2022

City Council requested that a committee be created with various stakeholders in the art community

Staff proposed a formula for selecting committee members and had it authorized by Council in December of 2022



History

Staff met with the committee in Spring of 2023 to discuss the history and goals of the committee

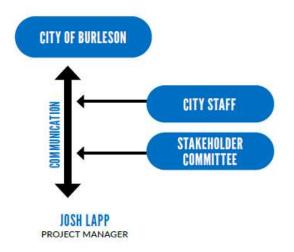
The Public Art Committee met on August 23, 2023 to determine how they would like to solicit submissions for a consulting firm

Staff issued an RFP on November 17, 2023

19 packets were taken and 3 firms submitted

On December 14, 2023 the committee met and reviewed submissions, the committee requested an opportunity to interview the top firm

On January 11, 2024 the committee interviewed Designing Local and formally recommended entering into negotiations with the firm for a public art master plan





A LITTLE BIT ABOUT DESIGNING LOCAL'S APPROACH

The primary objective will be to build relationships with stakeholders and the community to provide a comprehensive plan that the community is proud of.

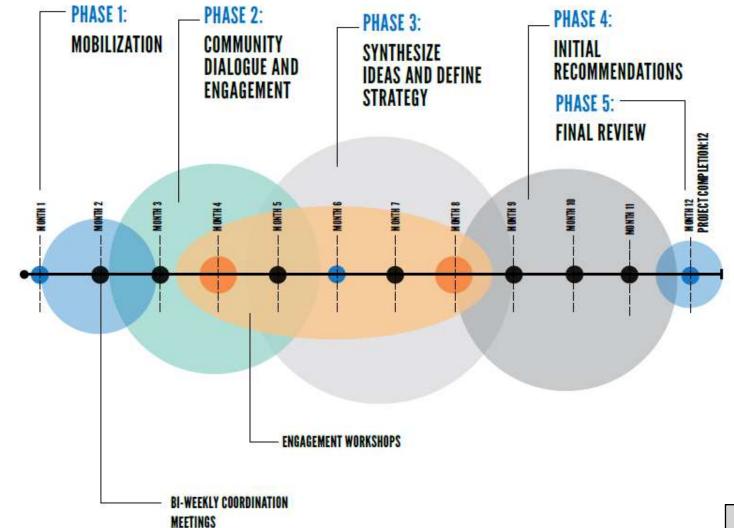
Example Key Stakeholders:

- Public Art Committee
- City Staff
- Development Community
- Local Artist
- Youth
- Russell Farm
- Community at large

13



PHASING OF THE PROJECT



14



TIMELINE

STAFF ANTICIPATES
BRINGING FORWARD A
CONTRACT FOR AWARD IN
FEBRUARY OR MARCH 2024,
FROM AWARD IT IS
ANTICIPATED TO TAKE 12
MONTHS TO COMPLETE THE
MASTER PLAN

15

1/17/2024





DIRECTION & FEEDBACK







Community Services Committee

DEPARTMENT: Parks and Recreation

FROM: Jen Basham, Director of Parks and Recreation

MEETING: January 24, 2024

SUBJECT:

Receive a report, hold a discussion and provide staff feedback regarding the use of E-bikes on the trail system. (Staff Presenter: Jen Basham, Director of Parks and Recreation)

SUMMARY:

Staff received feedback regarding e-bikes in late summer 2023 requesting that rules and regulations be visited to determine the appropriate level of e-bike use on our trail system. Staff partnered with Burleson Police Dept to work through the existing transportation code and how it applies. Feedback was received from the current mountain bike group with their comments and concerns regarding use of the bikes on the trails. Staff also benchmarked 9 cities to determine what other municipalities have put in place and all cities that responded stated that they were currently reviewing their ordinances and revising them to apply to e-bikes.

RECOMMENDATION:

Staff recommends prohibiting the use of class 3 e-bikes on designated soft surface trails, and continuing education and outreach

PRIOR ACTION/INPUT (Council, Boards, Citizens):

NA

REFERENCE:

Insert CSO# if applicable Insert resolution or ordinance change

FISCAL IMPACT:

NA

STAFF CONTACT:

Jen Basham, CPRE Director of Parks and Recreation <u>ibasham@burlesontx.com</u> 817-426-9201



Electronic Bike Use on Trails

Community Services Committee: January 24, 2024

Overview



- Background
- Trail Rules
- E-bike Classifications
- Biking Community Feedback
- Benchmarking
- Recommendations
- Questions





- Inquiries were received from park staff regarding e-bikes rules for trails
- Research ensued which included an informal request for feedback regarding e-bike use on Burleson trails on Burleson MTB Riders Facebook page



Trail Rules



- City Ordinance 58-21 states (a) No person shall operate or use or a motor vehicle, including motorcycles, scooters or mini-bikes, on a trail or path not designated for use by such vehicle. This prohibition shall not apply to motorized mobility devices as defined by V.T.C.A., Transportation Code§ 542.009.
- Under the Transportation Code that is referenced in the City Code 58-21, e-bikes and mobility devices are not banned from trails. E-bikes are defined in the Transportation Code under Sec. 664.001 as follows: "Electric bicycle" means a bicycle:
 - A) equipped with:
 - (i) fully operable pedals; and
 - (ii) an electric motor of fewer than 750 watts; and
 - (B) with a top assisted speed of 28 miles per hour or less.

E-bike Classifications (Transportation Code)



- Class 1 (allowed)
 - Equipped with motor that assists the rider only when rider is pedaling
 - Top assisted speed: 20 MPH
- Class 2 (prohibited)
 - Equipped with a motor that may be used to propel the bicycle WITHOUT the pedaling of the rider
 - Top assisted speed: 20 MPH
- Class 3 (allowed)
 - Equipped with a motor that assists the rider only when the rider is pedaling
 - Not available in mountain bikes
 - Top assisted speed: 28 MPH



Biking Community Feedback



- Informal request for feedback concerning e-bikes on trails was posted to Burleson MTB Riders Facebook page
- Feedback was posted in comments and generated interest in community which resulted in other forms of input on the matter
- Feedback included:
 - Concerns of top out speed of e-bikes being too fast
 - No concern over top speed of e-bikes as some bikes move at faster speeds than ebike top out speeds
 - Support for e-bikes, including Class 2, as removing participation barriers for those with limited abilities
 - Support for making trails more accessible







- Staff reached out to 9 agencies regarding trail rules, ordinances, and any pertinent concerns or developments – 5 agencies responded before deadline.
 - Bedford: working through existing trails ordinances and requested information from Burleson
 - Cleburne: working through existing trails ordinances and requested information from Burleson
 - Flower Mound: prohibits motorized vehicles on trails excluding devices designed to assist persons with limited mobility.
 - North Richland Hills: prohibits motorized vehicles on trails except "power-driven mobility devices that conform to State and Federal laws and regulations." Ebikes are permitted for use on trails up to 12 MPH. Requested information from Burleson for updated evaluation.
 - Rowlett: No motor vehicles on trails unless authorized by director or designated for specific use. Motor vehicle is defined as any self-propelled vehicle. All motor vehicles in parks or on trails are limited to 15 MPH.



Community Survey

- The community is currently being surveyed to receive feedback regarding their understanding of e-bikes and perspectives of them being used on city trails.
- Survey results through the 23rd will be provided at the meeting



Electric Bikes







- Note: limited ability or feasibility to regulate compliance
- Prohibit use of Class 3 e-bikes due to top out speed
- Allow Class 2 e-bikes on designated, soft-surface trails (e.g. Chisenhall Hike and Bike Trail)
- Continue educational outreach (e.g. Trail Etiquette Pop-up Signs) efforts and update ordinances
- Confer with Parks Board and Community Services Committee for additional recommendations for action





Jen Basham
Parks and Recreation Director

jbasham@burlesontx.com

817-426-9297





Community Services Committee

DEPARTMENT: Community Services

FROM: DeAnna Phillips, Community Services Director

MEETING: January 24, 2024

SUBJECT:

Hold a discussion and receive a report regarding the Burleson Public Library master plan and facility study. (Staff Presenter: DeAnna Phillips, Community Services Director)

SUMMARY:

In December 2021, the City of Burleson contracted with 720 Design to develop a library master plan and facility study. The first year of the project included benchmarking, stakeholder interviews, community input through focus groups and surveys, and discovery tours of other library facilities. A space program was developed for a 60,000 square foot library facility along with adjacency diagrams, exterior visioning and conceptual floor plans. Maureen Arndt from 720 Design will present the final report and discuss how these findings will help the City of Burleson plan for the future of the Burleson Public Library.

RECOMMENDATION:

PRIOR ACTION/INPUT (Council, Boards, Citizens):

On December 5, 2023 the master plan and facility study was presented to the Library Advisory Board.

REFERENCE:

FISCAL IMPACT:

STAFF CONTACT:

DeAnna Phillips

Community Services Director dphillips@burlesontx.com
817-426-9622



720

Burleson Public Library

City Council Committee Presentation | January 24, 2024





TALKING POINTS

01

Introduction

02	Year 1 Master Plan Findings

- O3 Project Goals & Visioning
- 04 Plan Development
- 05 Exterior Perspectives
- 06 Interior Perspectives
- O7 Cost Estimate and Schedule

01 Introduction

720 design Inc. is a boutique planning, architecture and interior design firm devoted to the development of modern library spaces where communities can gather to learn, play, dream, and explore.

Have completed <u>over 350 library</u> <u>projects completed</u> across the country.

Bring a wealth of knowledge,

lessons learned and expertise
to each unique library project.

Started working with Burleson on a Library Master Plan in January of 2022.

A Few of Our Projects



Seguin Public Library



Round Rock Public Library



Frisco Public Library

Our Team



Maureen



Sonya



Michelle



Mia

02 Year 1 Master Plan Findings



History of the Burleson Public Library

The Burleson Public Library opened in 1971 in the historic Renfro-Clark House in Burleson. Burleson citizens approved a bond election for a larger, more modern facility that opened in March of 1980, but the library eventually outgrew that building as

In June of 1996, after a special election passed for the construction of municipal facilities, the library moved into a new 17,000 SF library at 248 S.W. Johnson where it is still in peration today.

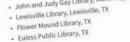


Library Discovery Tours

Prior to beginning the master plan process, library staff and consultants toured Texas libraries to evaluate best practices and new services at new and renovated libraries across the region. This gathering of information was invaluable to the planning process as staff provided pictures and images of aspirational services, systems, furniture, and layouts to be interpreted into the Burleson Public Library culture.

Four tours were planned and embarked upon including:

- John and Judy Gay Library, McKinney, TX







Building Sq. Footage: 17,000 sf

No. of Parking Spaces: 67 (2 HC)

Site Size: 2.3-acres

Year Built:

1994

The library building has been well maintained but is showing wear from years of heavy community use. It has reached the time for an update/refresh to finishes and fixtures.

Parking spaces meet the City's Parking Ordinance (61) but not library best practices (85) reflecting community input that parking is inadequate for the use especially when programs are offered. The building was planned to expand to the northeast to add approximately 6,800 additional square feet to the building.

Built in 1994, it does meet the original intent of ADA but does not reflect changes and updates made to the civil right since that time. There is an exterior ramp near the two accessible parking spaces, but it is long and hidden causing those with mobility issues to take the

16 | Burleson Library Report

Burleson Library Report | 5

Community Input Fast Facts

- +450 Responses (Online and In Person)
- 92% Library Card Holders
- 63% borrow books for adults (the adult collection was listed as the most valuable resource in the library)
- 39% borrow books for kids (Children's story time is the 4th most valuable resource)
- 76% of online survey respondents prefer one, large, full-service library location

Reasons given for not going to the library include:

- lack of time
- use the internet
- library doesn't have what they need
- use digital materials



Top Requested Services

(in ranking order)

Quiet Reading Area

Outdoor Study/ Work Space

Multi-Purpose Activity Room

Community Gathering and Performance Spaces

Teen Activity Area

STE(A)M Learning Area

Mobile Demonstration Kitchen

Group Study/Tutoring Room

Outdoor Learning

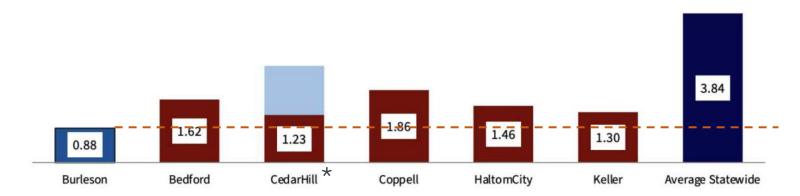
Coffee / Vending

Craft Room / Makerspace

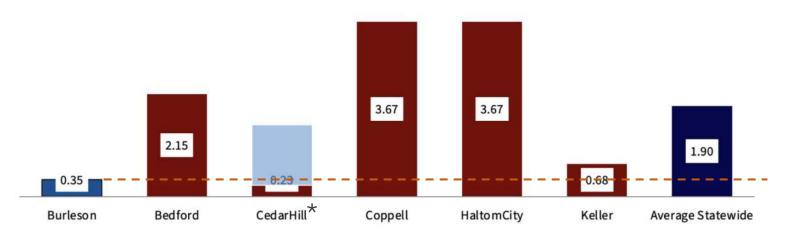
Computer Lab / Technology

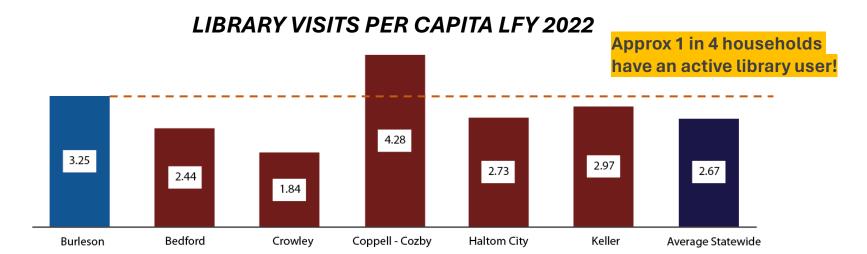
Peer Comparison Fast Facts

BOOKS IN PRINT PER CAPITA LFY 2020



LIBRARY SQUARE FOOTAGE PER CAPITA LFY 2020





^{*} Cedar Hill Library is in construction, blue indicates numbers once project is complete

Library Square Foot per Capita and Standards

Year	Population	Existing Gross Square Feet	Gross Square Feet Per Capita
2023	60,771	17,000	0.28
2035	78,445	17,000	0.22
Build Out	103,662	17,000	0.16

Based on current conditions, the chart above shows the serious decline in square feet per capita if the library does not expand.

Library Square Feet Against Texas State Library Standards

Year	Population	Square Feet @.51 SF Per Capita (Texas Overall Average)	Square Feet @ 0.6 SF Per Capita (ALA Basic Standard)	Square Feet @ 0.8 SF Per Capita (ALA Mid-Level Standard)	Square Feet @ 1 SF Per Capita (ALA Exemplary Standard)
2020	49,692	25,343	29,815	39,754	49,692
2023	60,771	30,993	36,463	48,617	60,771*
2028	66,864	34,101	40,118	53,491	66,864
2035	78,445	40,007	47,067	62,756	78,445
Build Out**	103,662	52,868	62,197*	82,930	103,662

* Exemplary for 2023 population, sufficient for buildout population

** Build out population as defined by City Engineering team

Based on current conditions, the chart above shows the serious decline in square feet per capita if the library does not expand.





Building Program Summary

BURLESON PUBLIC LIBRARY			
A.	A. Lobby		
B. Gathering Spaces			8,325 SF
c.	C. Browsing and Technology		
D.	D. Circulation/Main Info Service Desk		
E.	E. Adult Services/Reference		
G.	G. Youth Services - Play and Learn		
J.	J. Tween Services - Middle Zone		
ı.	I. Teen Services Room		
K.	K. Administration		
L.	L. Youth Programming Staff Workroom		
M.	M. Adult Programming Staff Workroom		
О.	O. Collection Development		
P.	P. Circulation and Volunteer Work Area		
P.	P. Library Staff Support		
R.	R. Building Suppport		
		TOTAL ASSIGNABLE SQUARE FEET	48,404 SF
		Gross Square Footage (75%)	60,505 SF

Existing Library Photos













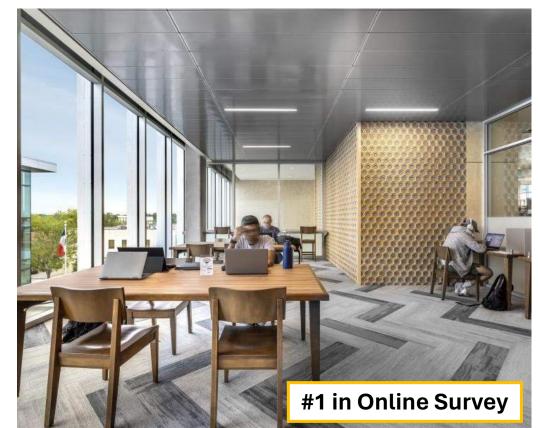
02 Project Goals & Visioning

Themes from staff and community feedback.

Outdoor Recreation DOWN TO EARTH FAMILY FRIENDLY HOMETOWN THE CITY OF **Family & Community Pride MODERN** COZY **Authenticity Surprising & Unexpected** CLEAN LINES WARM CLASSIC **Well Rounded**



Communicating Stair



Quiet Reading Room



Variety of Adult Seating



Children's Reading Area



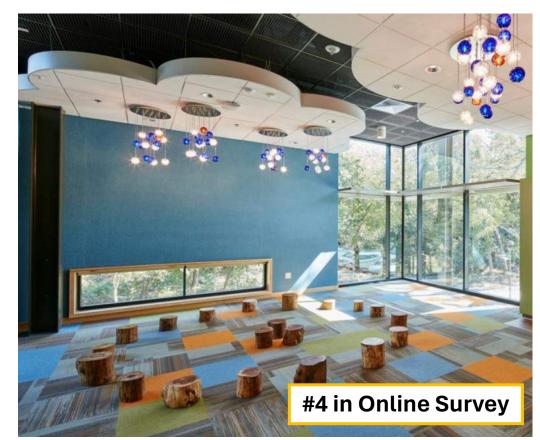
Outdoor Reading Areas



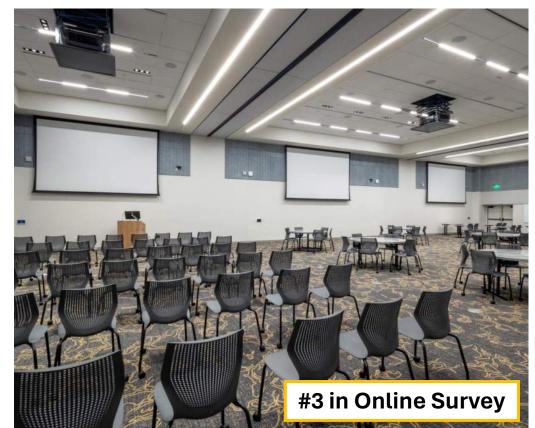
Children's and Youth Variety of activity



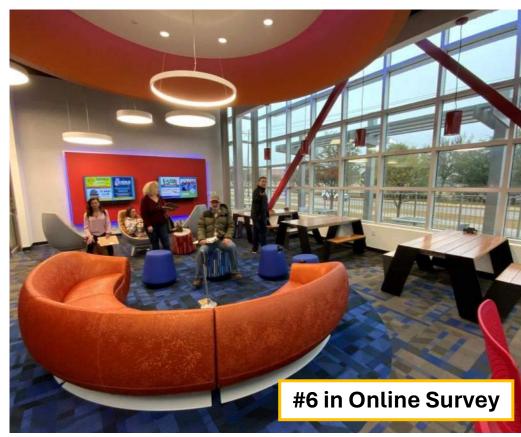




Community and Gathering Spaces



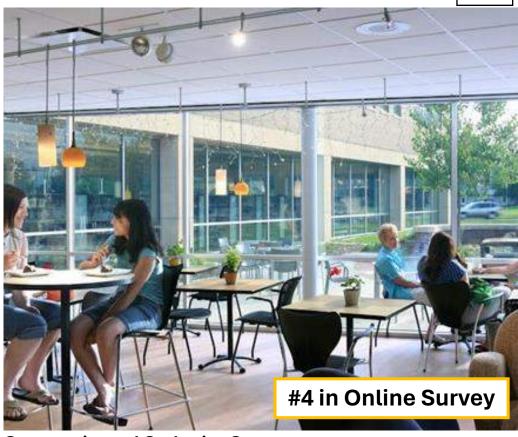
Meeting Rooms



Teen Area



Study Rooms



Community and Gathering Spaces



Makerspace









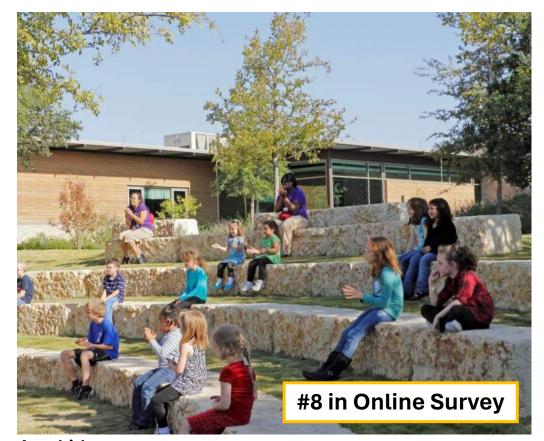
Bright & Bold Children's Spaces











Amphitheater



Literary Park Inspiration



Shaded Reading Areas



Interactive Art & Play



Organic Seating



Book Drop and Service Window







Statement Outdoor Spaces



Clean Lines



Recognizable as a Civic Building



Pops of Color



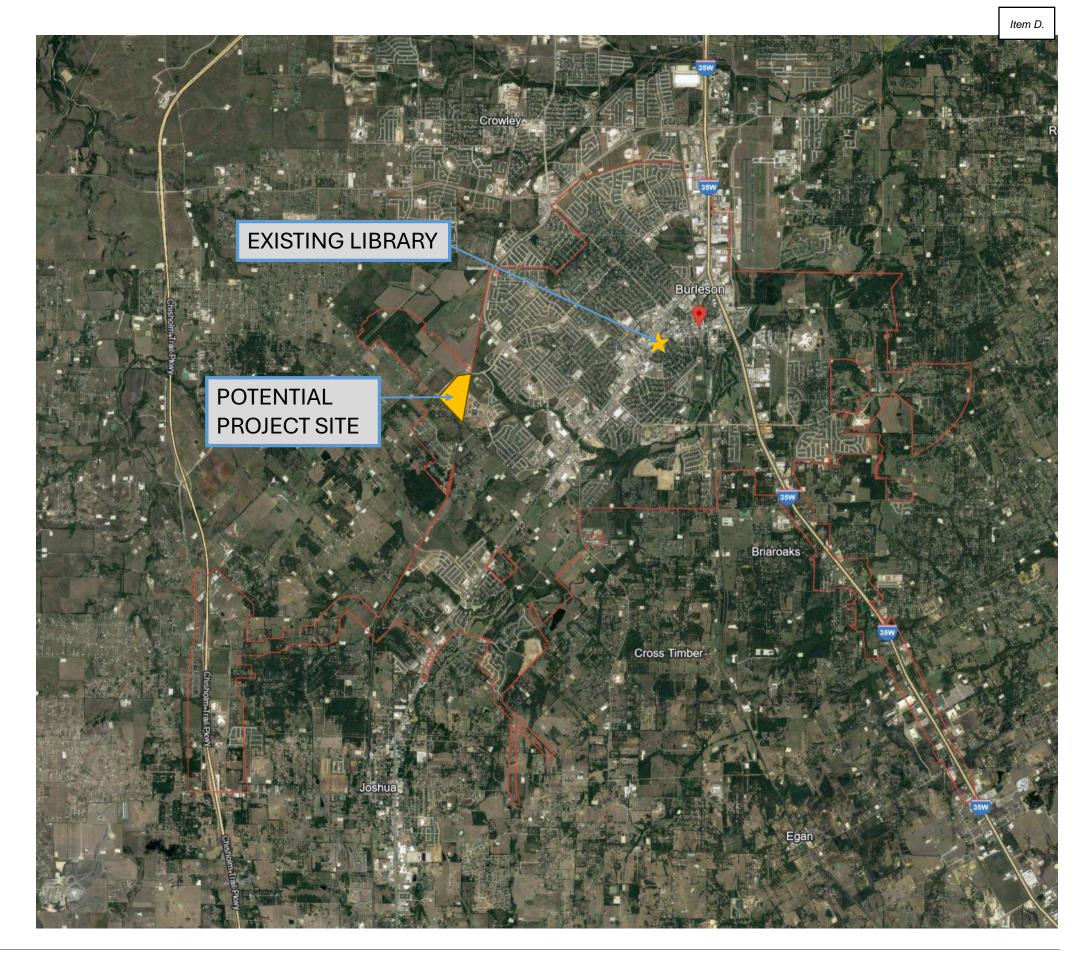
Referential to Historic Context



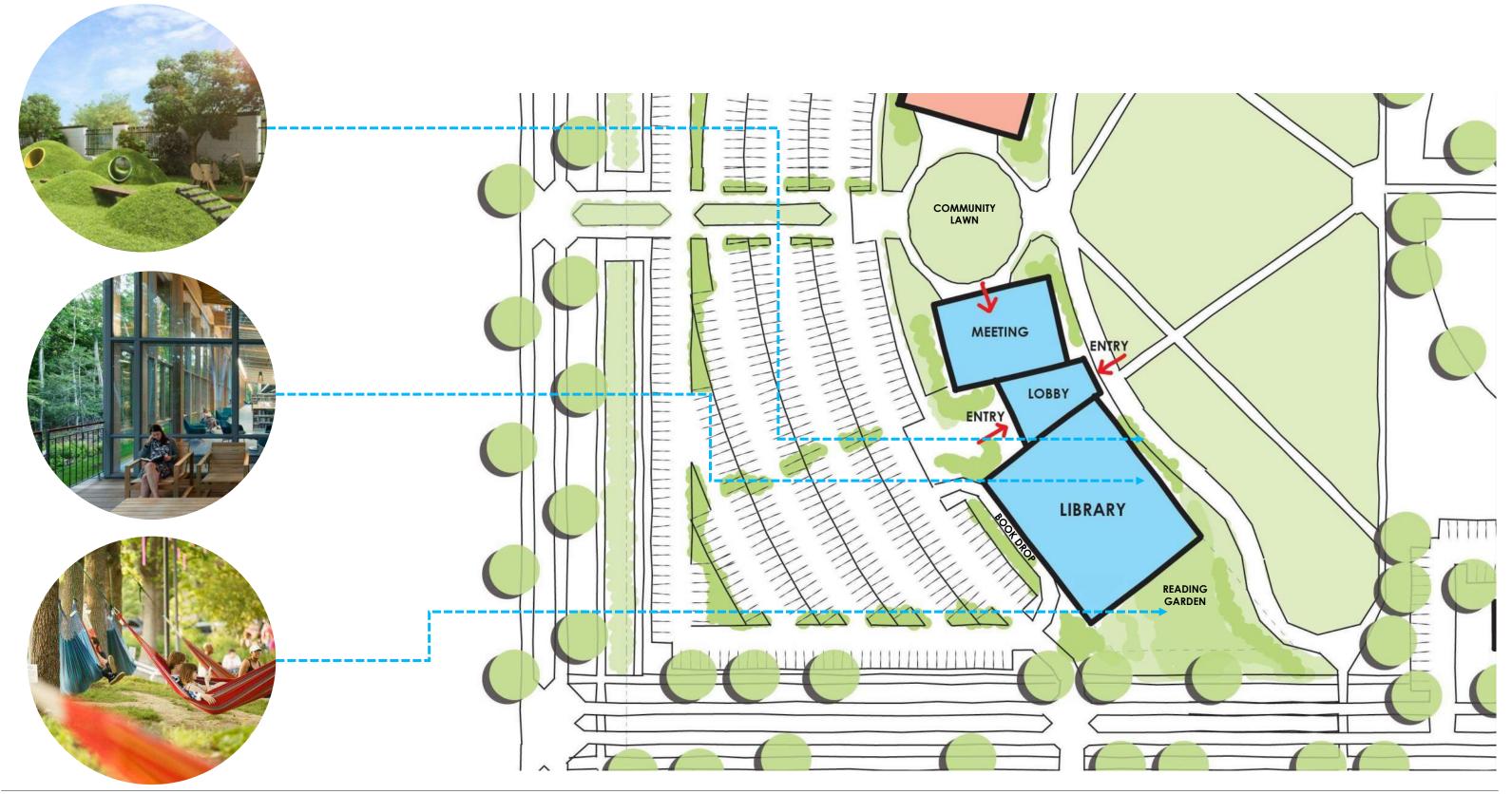
03 Potential Project Site & Plan Development

Site for Study:

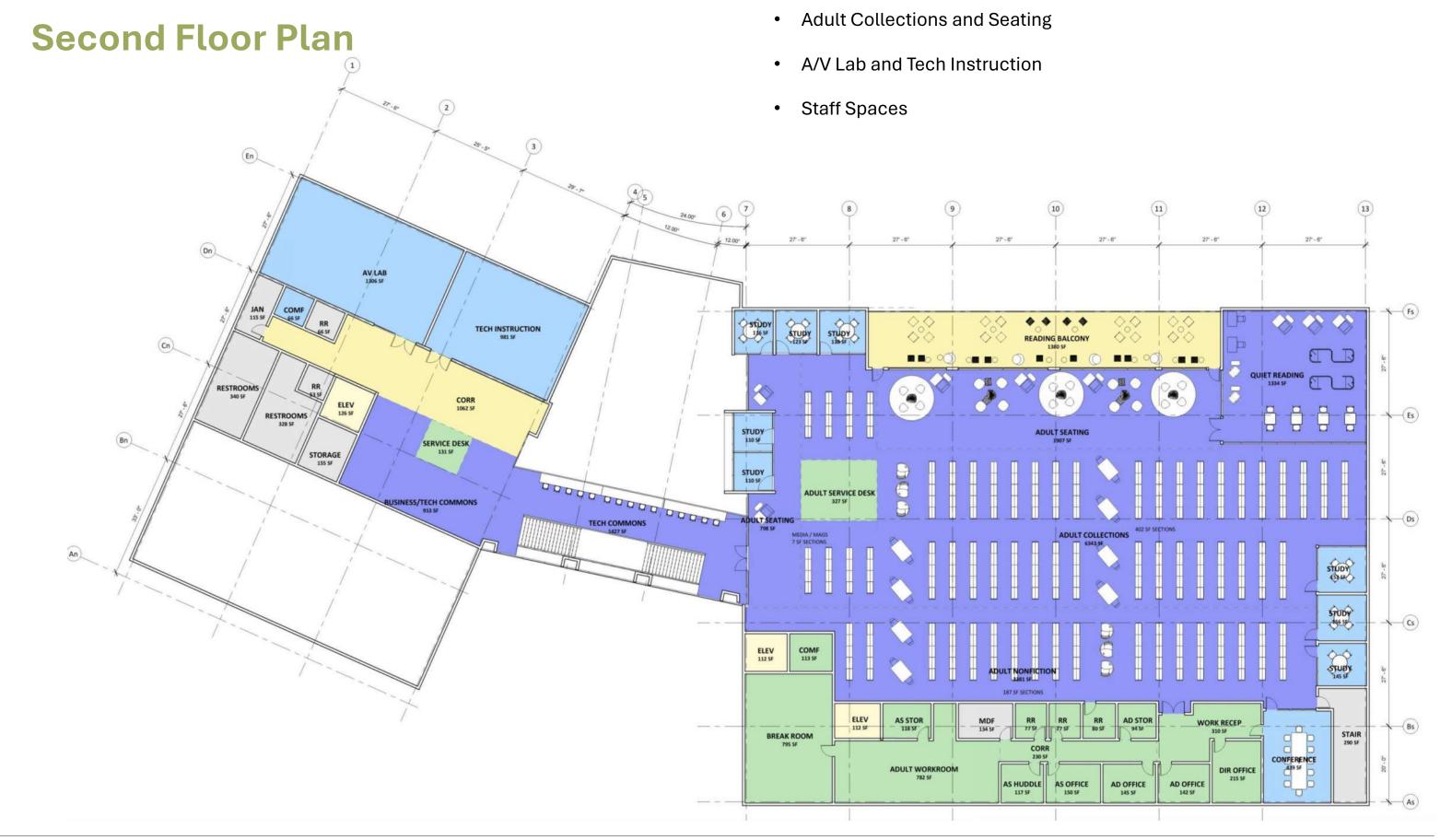
- Land City already owns
- Enough space for the library
- Previously discussed as a potential location for a library
- Beautiful site with natural features



Library Site Plan







04 3D Interior Development



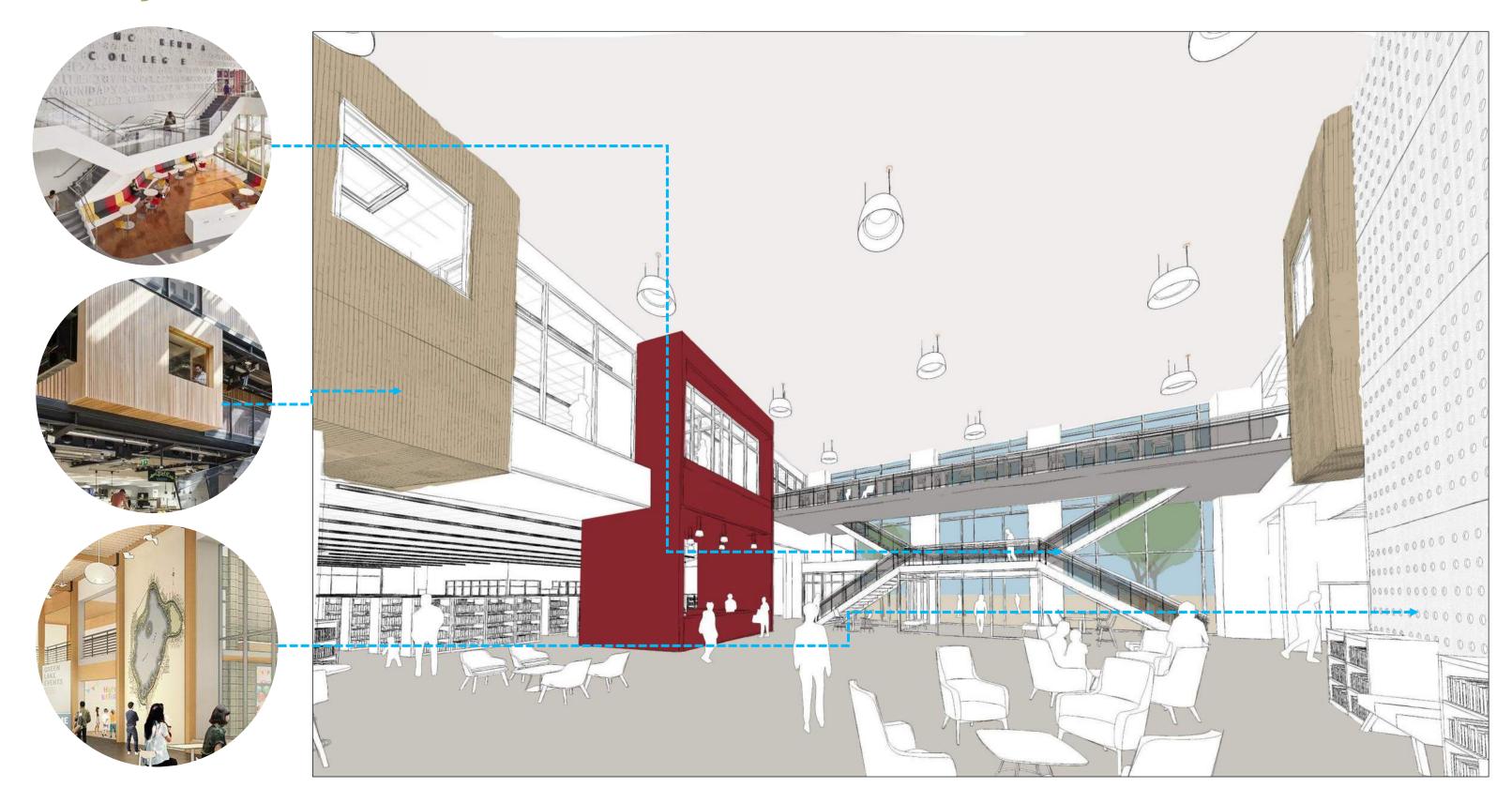








Lobby

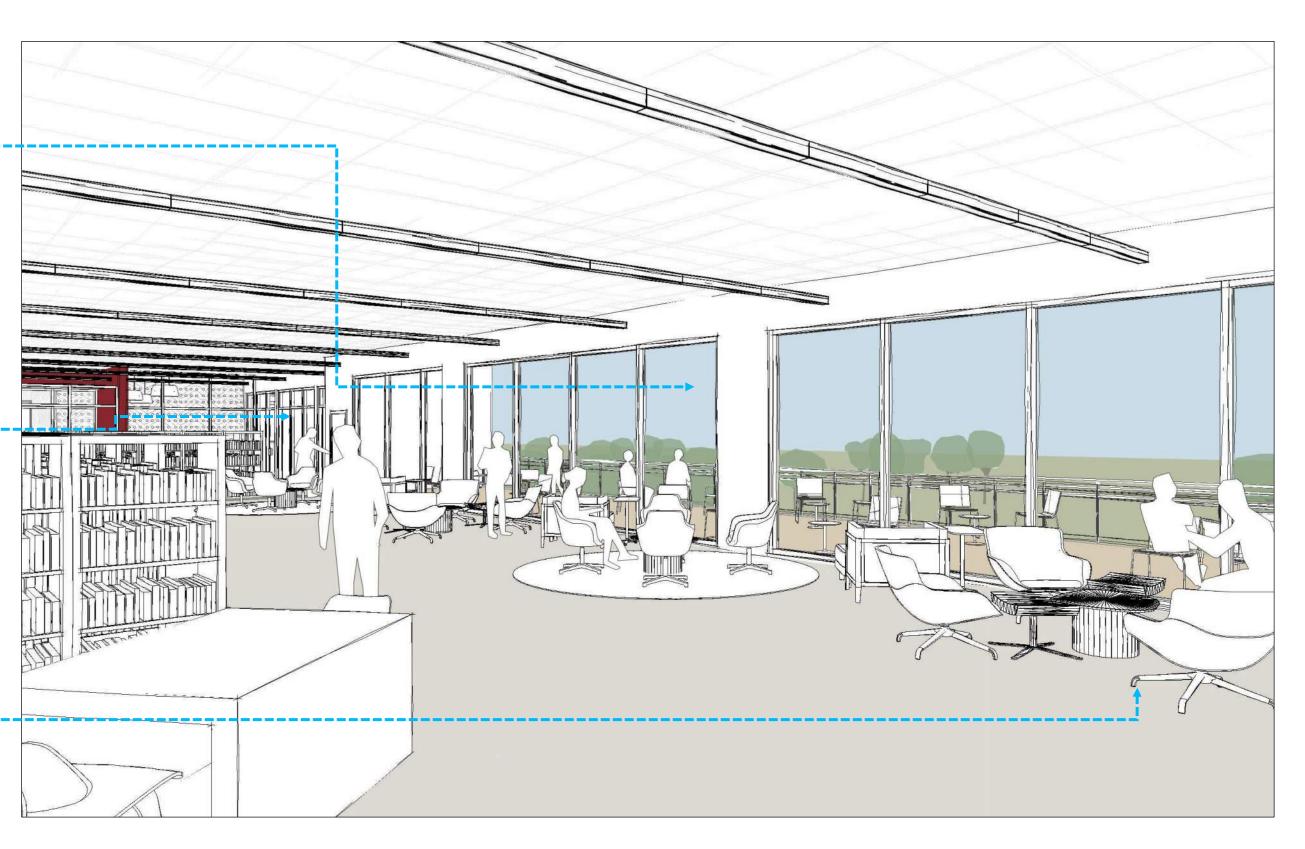


Adult Reading Area









Item D.

Multipurpose Room

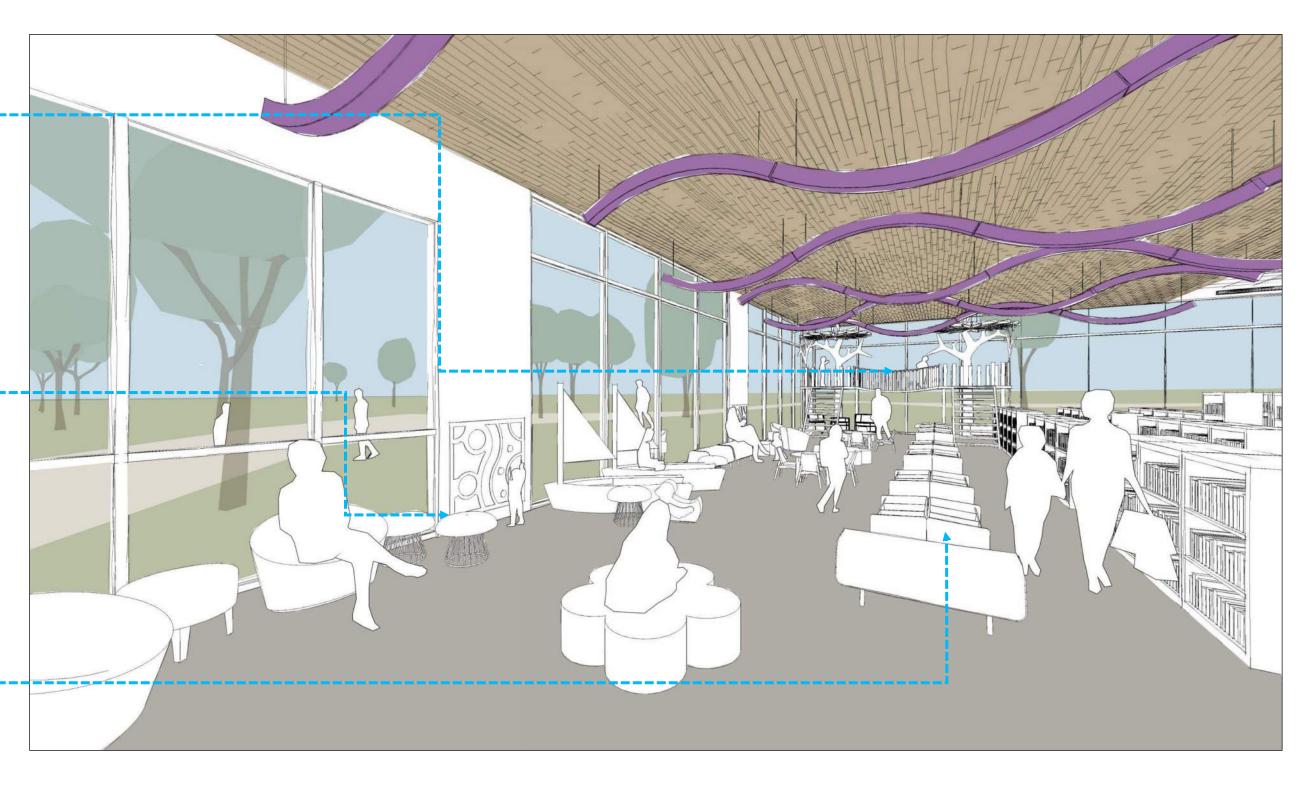


Children's Area



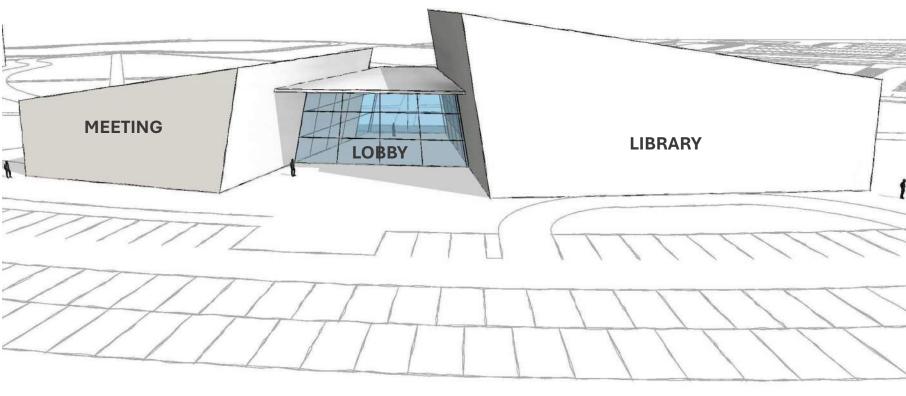






03 3D Exterior Development





Exterior Option A





- Rustic / industrial
- Transitional style ties into historical context
- Brick and metal, with wood accents and pops of color
- Natural light and park views
- Grand outdoor terrace facing park





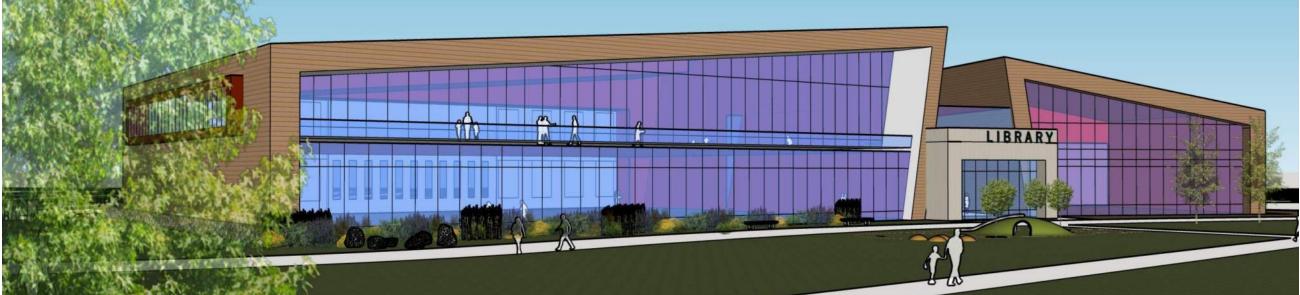
Exterior Option B





- Iconic and Civic
- Traditional materials with a modern form
- Geometric shapes, raw textures, and simple materials (wood, corten steel, masonry)
- Natural light and park views
- Grand outdoor terrace facing park







Exterior Option C



- Bold and playful
- Dynamic, eye-catching façade
- Geometric shapes, vibrant colors, and simple materials
- Natural light and park views
- Grand outdoor terrace facing park





04 Cost Estimate

Summary of Costs for 2024

 Site Costs* (Parking):
 \$ 500,000

 Construction Costs:
 \$39,232,490

 New Furniture:
 \$ 3,412,220

 Summary of A/E Fees:
 \$ 5,587,521

 Owner Direct Expenses:
 \$ 3,791,625

TOTAL: \$52,523,855

*Site costs only include parking required for library, additional site development not included

Escalation at 6%/year

2025: \$55.67 m 2026: \$59.02 m 2027: \$62.56 m 2028: \$66.31 m 2029: \$70.29 m

*Based on current construction costs

– assume 6% increase per year for

escalation

Comparative costs

Burleson est.: \$860/sf*
Anna**: \$707/sf*
Dripping Springs: \$1018/sf*
Cedar Hill**: \$747/sf*

*Variations reflect differences in project scope, quality of materials, etc.

**Escalated to 2024 costs assuming 6% increase per year



Conceptual Project Schedule

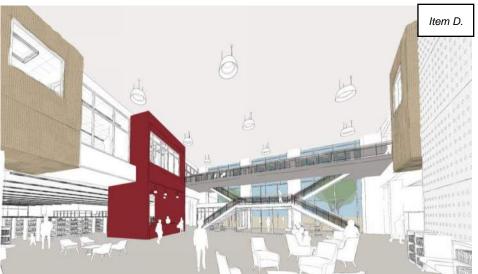
The construction of a new library is not currently included in the city's five-year capital plan.



+/- 42 months total

from design kickoff to construction completion





Thank you!





Questions?





