

chapter 3

plan development process



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This Master Plan was prepared by the consultant team at *la terra studio*. The project manager for the City of DeSoto was Camiron Smith, Park Administrator. The staff members of the DeSoto Parks and Leisure Services Department were extremely helpful in the preparation of this Master Plan.

The plan development process began with a kickoff meeting with the Master Plan Committee. The Master Plan committee was comprised of City staff members from the City Manager's office, Development Services department and the Parks and Leisure Services department. At this kickoff meeting, the following items were discussed:

- Purpose of new Master Plan
- Master Plan goals and objectives
- Plan objectives
- Current level of park maintenance and future park maintenance objectives
- Current park programming
- Methods to gather public input
- Anticipated schedule

In a follow-up meeting with the Master Plan Committee, a mission statement was prepared and goals were established.

The next step in the process was to inventory existing sites and determine current existing conditions. The consultant team was accompanied by Camiron Smith. Each park site was evaluated for its current condition. Notes that identify upgrades to improve these conditions of each park were taken and included in this Master Plan. Based on the information gathered from the site inventory, tables were prepared that identify the size of each site and the existing recreational amenities at each site.

The next step was preparation of a needs analysis that identified current park acreages and facilities. These needs were then compared to target standards published by the National Recreation and Parks Association in its *Park, Recreation, Open-Space and Greenway Guidelines*. The tables help determine where DeSoto has met standards and where it might still be insufficient.

Following the preparation of the inventory information and the needs analysis based on target standards, a public presentation was made to gather public input. This meeting was well attended and provided a valuable forum to gather citizen input.



In addition to the public meeting, public input was gathered from a variety of sources including the following:

- A notification was included in every water bill asking citizens to go on line and fill out a questionnaire that sought to gather feedback on park facilities they currently visit, adult and children’s recreational activities in which they participate and what improvements and developments they would like to see in the parks.
- Face to face surveys were taken at various sporting and civic events.
- A one-page questionnaire was mailed to every home in DeSoto.

Public response was tremendous. Initially, **466** responses were received in which the citizens provided over 90 written suggestions as well.

After the online and mailer surveys were compiled, **1330** additional responses were received providing input on what type of recreational facilities they felt the City of DeSoto needs. The results of these responses will be discussed in the needs assessment of this document.

Once the public response period was completed, the information was assembled into a power point presentation that was presented to the Park Development Board and to the City Council. Input was solicited from each of the groups and was included in the Action Plan.

This process and overall collaboration and cooperation between the public and city officials is a prime example of why DeSoto is a proud recipient of the **All-America City** award.



