



MINUTES

Parks and Open Space Board Meeting

January 23, 2024 | 5:30 PM

Council Chambers

City Hall | 665 Country Club Road, Lucas, Texas

Call to Order

The meeting was called to order at 6:30 pm. A quorum was determined to be present, and the Pledge of Allegiance was conducted.

Parks Board Members Present:

- Chairman Bill Esposito
- Vice-Chairman John Elliott
- Member Laura Giles
- Member Joan Phillips
- Member Christel Parish

Staff Present:

- City Manager Joni Clarke
- Assistant City Manager Kent Souriyasak
- City Secretary Toshia Kimball
- CIP Manager Patrick Hubbard

Parks Board Members Absent:

- Alternate Member Lynne Dodson
- Alternate Member Bryan Bellows

City Council Liaison Present:

- Councilmember Dusty Kuykendall

Training Agenda

1. **Provide training for the Parks and Open Space Board conducted by the City Attorney.**

City Attorney Courtney Morris provided training to the Parks and Open Space Board on topics including role of the board, authority, capital projects, parks planning, meetings, public information act, and open meetings act.

Regular Agenda

2. **Consider the appointment of a Chairman and Vice-Chairman of the Parks and Open Space Board to serve for a period of one year with a term ending December 31, 2024.**

Chairman Esposito opened the floor for nominations for Chairman and Vice-Chairman.

MOTION: A motion was made by Member Phillips, seconded by Member Giles to appoint Bill Esposito as Chairman and John Elliott as Vice-Chairman of the Parks and Open Space Board for a period of one year with a term ending December 31, 2024. The motion passed unanimously by a 5 to 0 vote.

3. **Discuss the 2024 Lucas Farmers Market Season as it relates to:**

- A. Special Events
- B. Marketing Plan and Strategy
- C. Volunteers

Chairman Esposito advised the Board that over 70 vendor applicants had been received at the time of the meeting. Chairman Esposito reminded the board of the upcoming workshop meeting, along with a marketing and merchandising workshop for youth vendors at Lovejoy High School. Chairman Esposito advised that volunteers who participate in the market can be kept up to date via email to keep them involved.

City Attorney Courtney Morris asked if volunteers have a liability form on file. Assistant City Manager Kent Souriyasak advised that is the case.

4. **Provide updates on city-maintained parks and recreational facilities including the Lucas Community Park, Kenneth R. Lewis Park, Forest Creek Park, and East Winningkoff Trailhead.**

CIP Manager Patrick Hubbard presented updates on parks projects including the paving of the back parking lot at Lucas Community Park.

5. **Provide a presentation on parks and facilities utilization including the Lucas Community Center, Kenneth R. Lewis Park and the East Winningkoff Trailhead.**

CIP Manager Patrick Hubbard presented updates on utilization of various parks in the city, including maps of available space, data tracking usage and reservations, and vehicle traffic counts.

6. **Provide updates on the East Winningkoff Trail project.**

CIP Manager Patrick Hubbard indicated that the Collin County Parks Board approved the modification for the trail loop project at the East Winningkoff Trailhead. Vice-Chairman Elliott asked what the total monetary reward value was for the proposal. Mr. Hubbard advised that it was \$179,000.

7. **Consider the results of the City of Lucas Parks Survey and develop recommendations for City Council.**

Assistant City Manager Kent Souriyasak presented the results of the City of Lucas Parks Survey, including where and why residents use park facilities, what activities they participate in most often, and which trails they use.

The Board discussed topics regarding open space, special events, trail connectivity, paved walking trails, mixed-use trails, and running locations. Chairman Esposito advised that special considerations should be made as a response to the survey results.

8. **Provide an update on special events including:**

- A. **Country Christmas**
- B. **Keep Lucas Beautiful Spring Cleanup**
- C. **Founders Day Country Fair**

Assistant City Manager Kent Souriyasak presented on past and upcoming special events.

9. **Consider approval of the minutes of the November 28, 2023 Parks and Open Space Board meeting.**

MOTION: A motion was made by Member Giles, seconded by Member Parish to approve the minutes of the November 28, 2023 Parks and Open Space Board meeting. The motion passed unanimously by a 5 to 0 vote.

Adjournment

10. Adjournment.

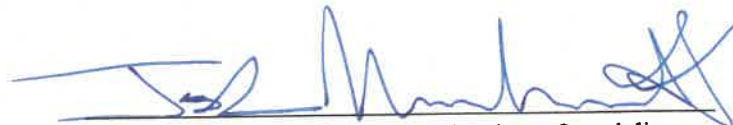
MOTION: A motion was made by Member Giles, seconded by Member Phillips to adjourn the meeting at 8:02 pm. The motion passed unanimously by a 5 to 0 vote.

APPROVE:



~~John Elliott, Vice-Chairman~~
Bill Esposito, Chairman

ATTEST:



Joshua Menhennett, Communications Specialist