



AGENDA

PARKS AND OPEN SPACE BOARD MEETING

July 22, 2025 | 6:30 PM

Council Chambers

City Hall | 665 Country Club Road, Lucas, Texas

Notice is hereby given that a meeting of the City of Lucas Parks and Open Space Board will be held on Tuesday, July 22, 2025, at 6:30 pm at Lucas City Hall, 665 Country Club Road, Lucas, Texas 75002-7651, at which time the following agenda will be discussed.

If you would like to watch the meeting live, you may go to the City's live streaming link at <https://www.lucastexas.us/departments/public-meetings/>.

How to Provide Input at a Meeting:

Speak In Person: Request to Speak forms will be available at the meeting. Please fill out the form and give to the Communications and Event Specialist prior to the start of the meeting. This form will also allow a place for comments.

Submit Written Comments: If you are unable to attend a meeting and would like to submit written comments regarding a specific agenda item, email Communications and Special Event Specialist Donna Bradshaw, dbradshaw@lucastexas.us, no later than 3:30 pm the day of the meeting. The email must contain the person's name, address, phone number, and the agenda item(s) for which comments will be made. Any requests received after 3:30 pm will not be included at the meeting.

Call to Order

- Roll Call
- Determination of Quorum
- Reminder to turn off or silence cell phones
- Pledge of Allegiance

Regular Agenda

1. Consider approval of the special events planning calendar for fiscal year 2025/26. (Communications and Special Event Specialist Donna Bradshaw)
2. Discuss and consider plans for the Parks and Open Space Board to solicit sponsorships for the City of Lucas' July 4th, 2026, Celebration. (Chair John Elliott)
3. Consider approval of the minutes of the May 27, 2025, Parks and Open Space Board Meeting.
4. Adjournment.

Certification

I do hereby certify that the above notice was posted in accordance with the Texas Open Meetings Act on the bulletin board at Lucas City Hall, 665 Country Club Road, Lucas, TX 75002 and on the City's website at www.lucastexas.us on or before 5:00 p.m. on July 18, 2025.

*Donna Bradshaw, Communications and Special Event
Specialist*

In compliance with the American with Disabilities Act, the City of Lucas will provide for reasonable accommodations for persons attending public meetings at City Hall. Requests for accommodations or interpretive services should be directed to Communications and Special Event Specialist Donna Bradshaw at 972.912.1208 or by email at dbradshaw@lucastexas.us at least 48 hours prior to the meeting.



City of Lucas

Parks and Open Space Board Request

July 22, 2025

Item No. 01

Requester: Communications and Event Specialist Donna Bradshaw

Agenda Item Request

Consider approval of the special events planning calendar for fiscal year 2025/26.

Background Information

Staff has prepared the special events planning calendar for fiscal year 2025/26. Special events include the Lucas Farmers Market, Movie in the Park, Arbor Day/Recycle Event, Country Christmas, Keep Lucas Beautiful (KLB) Spring Cleanup, Founders Day, Lucas Car Show, Art in Public Places, and Public Lands Trail Cleanup. The planning calendar has tentative dates for the 2026 Lucas Farmers Market season as placeholders for planning purposes.

Attachments/Supporting Documentation

A. Special Events Planning Calendar (Fiscal Year 2025/26)

Budget/Financial Impact

The following special events were included in the proposed budget for fiscal year 2025/26:

Special Event	Event Date	Account	Budget
Movie in the Park	10/03/2025	11-6211-448 (Parks Events)	\$2,588
Arbor Day & Recycle Event	11/1/2025	11-6211-446 (Keep Lucas Beautiful)	\$2080
Country Christmas	12/5/2025	11-6211-447 (Country Christmas)	\$25,000
Founders Day	4/11/2026	11-6211-444 (Founders Day)	\$35,000
Art in Public Places	4/23/2026	11-6211-448 (Parks Events)	\$2,588
Lucas Car Show	5/16/2026	11-6211-450 (Lucas Car Show)	\$5,175
Spring/Public Lands Trail Cleanup	9/19/2026	11-6212-452 (Storm Water Mgmt)	\$7280
Lucas Farmers Market	Varies	11-6211-449 (Lucas Farmers Market)	\$8,798

Recommendation

Staff recommends approving the special events planning calendar for fiscal year 2025/26.

Motion

I make a motion to approve/deny the special events planning calendar for fiscal year 2025/26 as presented.

2025/2026 City of Lucas Special Events Schedule

Date	Event	Location	Time	Classification
Friday, October 3, 2025	Movie in the Park	Community Park	7:00 pm - 9:00 pm	SE
Sunday, October 5, 2025	Fire Station Open House	Fire Station	12:00 pm - 4:00 pm	LFR
Tuesday, October 7, 2025	National Night Out	Varies	TBD	LFR
Friday, October 10, 2025	Fiscal Year End Celebration	Council Chambers	11:00 am - 1:00 pm	EE
Saturday, October 11, 2025	Lucas Farmers Market	Community Park	8:00 am - 12:00 pm	LFM
Monday, October 20, 2025	Early Voting Begins	Community Center		Voting
Saturday, October 25, 2025	Lucas Farmers Market	Community Park	8:00 am - 12:00 pm	LFM
Friday, October 31, 2025	Early Voting Ends	Community Center		Voting
Saturday, November 1, 2025	Arbor Day & Recycle Event	Community Park	9:00 am - 1:00 pm	SE
Tuesday, November 4, 2025	Election Day	Community Center		Voting
Thursday, November 27, 2025	Thanksgiving Day (City Holiday)	City Hall Closed		City Holiday
Friday, November 28, 2025	Day After Thanksgiving (City Holiday)	City Hall Closed		City Holiday
Friday, December 5, 2025	Country Christmas	Community Park	6:00 pm - 9:00 pm	SE
Wednesday, December 24, 2025	Christmas Eve (City Holiday)	City Hall Closed		City Holiday
Thursday, December 25, 2025	Christmas Day (City Holiday)	City Hall Closed		City Holiday
Thursday, January 1, 2026	New Year's Day (City Holiday)	City Hall Closed		City Holiday
Monday, January 19, 2026	Martin Luther King Jr. Day (City Holiday)	City Hall Closed		City Holiday
Friday, January 23, 2026	Boards/Commission Appreciation Dinner	Heritage Ranch	6:00 pm - 8:00 pm	EE
To Be Determined	Lucas Fire-Rescue Awards Banquet	Heritage Ranch	6:00 pm - 8:00 pm	LFR
Saturday, March 28, 2026	Keep Lucas Beautiful Spring Cleanup	Varies	9:00 am - 1:00 pm	SE
Friday, April 3, 2026	Good Friday (City Holiday)	City Hall Closed		City Holiday
Sunday, April 5, 2026	Easter Day	City Hall Closed		City Holiday
Saturday, April 11, 2026	Founders Day	Community Park	9:00 am - 2:00 pm	SE
Monday, April 20, 2026	Early Voting Begins	Community Center	TBD	Voting
Thursday, April 23, 2026	Art in Public Places Opening Reception	City Hall	5:00 pm - 7:00 pm	SE
Saturday, April 25, 2026	Lucas Farmers Market	Community Park	8:00 am - 12:00 pm	LFM
Tuesday, April 28, 2026	Early Voting Ends	Community Center	TBD	Voting
Saturday, May 2, 2026	Election Day	Community Center	TBD	Voting
Saturday, May 9, 2026	Lucas Farmers Market	Community Park	8:00 am - 12:00 pm	LFM
Saturday, May 16, 2026	Lucas Car Show	Lovejoy High School	8:00 am - 12:00 pm	SE
Saturday, May 23, 2026	Lucas Farmers Market	Community Park	8:00 am - 12:00 pm	LFM
Monday, May 25, 2026	Memorial Day (City Holiday)	City Hall Closed		City Holiday
Saturday, June 13, 2026	Lucas Farmers Market	Community Park	8:00 am - 12:00 pm	LFM
Saturday, June 27, 2026	Lucas Farmers Market	Community Park	8:00 am - 12:00 pm	LFM
Friday, July 3, 2026	Independence Day (City Holiday)	City Hall Closed		City Holiday
Saturday, July 11, 2026	Lucas Farmers Market	Community Park	8:00 am - 12:00 pm	LFM
Saturday, August 22, 2026	Lucas Farmers Market	Community Park	8:00 am - 12:00 pm	LFM
Monday, September 7, 2026	Labor Day (City Holiday)	City Hall Closed		City Holiday
Saturday, September 12, 2026	Lucas Farmers Market	Community Park	8:00 am - 12:00 pm	LFM
Saturday, September 19, 2026	Public Lands Trail Cleanup	To Be Determined	9:00 am - 1:00 pm	SE
Saturday, September 26, 2026	Lucas Farmers Market	Community Park	8:00 am - 12:00 pm	LFM
Friday, October 2, 2026	Movie in the Park	Community Park	7:00 pm - 9:00 pm	SE



City of Lucas

Parks and Open Space Board Request

July 22, 2025

Requester: Communications and Special Event Specialist Donna Bradshaw

Agenda Item Request

Discuss and consider plans for the Parks and Open Space Board to solicit sponsorships for the City of Lucas' July 4th, 2026, Celebration.

Background Information

The Parks and Open Space Department is preparing for the City's 250th anniversary, July 4th, 2026, celebration. This special event is anticipated to include fireworks, live music, family activities, food vendors, and more.

To enhance the event and offset costs, staff would like the Parks and Open Space Board to solicit donations with staff's guidance.

This initiative aims to engage local businesses and community partners to contribute to the event, whether through monetary sponsorships or in-kind donations.

Attachments/Supporting Documentation

NA

Budget/Financial Impact

Potential to offset a portion of the event's expenditures through sponsorship revenues.

Recommendation

NA

Motion

I make a motion to approve/deny plans for the Parks and Open Space Board to solicit sponsorships for the City of Lucas' July 4th, 2026, Celebration.



City of Lucas

Parks and Open Space Board Request

July 22, 2025

Requester: Parks and Open Space Board

Agenda Item Request

Consider approval of the minutes of May 27, 2025 Parks and Open Space Board Meeting

Background Information

NA

Attachments/Supporting Documentation

A. May 27, 2025, Parks and Open Space Board Meeting Minutes

Budget/Financial Impact

NA

Recommendation

Staff recommends approval of the minutes as presented.

Motion

I make a motion to approve the minutes of the May 27, 2025, Parks and Open Space Board meeting as presented.



MINUTES

Parks and Open Space Board

May 27, 2025 | 6:30 pm

Council Chambers

City Hall | 665 Country Club Road, Lucas Texas

Call to Order

The meeting was called to order at 6:39 pm and a quorum was determined to be present.

Parks Board Members Present:

Chairman John Elliott
Member Bill Esposito (Remote)
Member Angela Martinez
Member Bryan Bellows
Alternate Member Michelle Miller

Staff Present:

City Manager John Whitsell
Development Services Director Joe Hilbourn
Communication and Event Specialist Donna Bradshaw

Parks Board Members Absent:

Vice-Chair Joan Phillips
Member Christel Parish

City Council Liaison Present:

Councilmember Neil Peterson

Regular Agenda

1. Discuss budget recommendations in preparation of the Fiscal Year 2025/26 Parks Budget.

MOTION: A motion was made by Member Bellows, seconded by Member Miller, to approve the recommended Parks budget for the Fiscal Year 2025/2026. The motion passed unanimously.

2. Discuss a date in October 2025 for Movie in the Park.

MOTION: A motion was made by Member Bellows, seconded by Member Martinez to hold the Movie in the Park event on October 3, 2025.. The motion passed unanimously.

3. Discuss and provided staff direction on a possible July 4th, 2026, city-wide event.

City Manager, John Whitsell brought forward to the Board the idea of hosting a city-wide event to celebrate July 4th, 2026. The Board members unanimously expressed their excitement and support for the proposal, agreeing that it would be a wonderful opportunity to bring the community together. The consensus was to move ahead with plans to hold the event on Saturday, July 4th, 2026, at Brockdale Park, organizing it as an all-hands-on-deck effort involving City staff, departments, and volunteers. The event will feature live entertainment, food trucks, and a spectacular fireworks display, all designed to create a festive, family-friendly

atmosphere. To keep each City event unique and special, rides and booths will continue to be reserved for Country Christmas and Founders Day, allowing the July 4th celebration to focus on music, food, and community spirit. No motion required.

4. Provide an update on Special Events: Keep Lucas Beautiful, Founder's Day and the Lucas Car Show.

Communication and Event Specialist Donna Bradshaw provided updates on three recent City events. Despite being rained out, the Keep Lucas Beautiful event still saw dedicated volunteers collect approximately 250 pounds of trash, highlighting the community's strong spirit of service. The Founder's Day celebration was blessed with beautiful weather and featured carnival rides, live entertainment, food trucks, and the ever-popular stick horse rodeo, which delighted children and families alike. The community shared enthusiastic feedback about the event, enjoying the chance to come together for a day filled with fun, tradition, and neighborly spirit. Meanwhile, the Lucas Car Show was held at a new location that seemed to improve the overall flow. It drew 115 entries and included two food trucks, which comfortably served the crowd. Although the threat of rain may have kept a few additional car entries away, the event was still a success and warmly received by attendees. No motion required.

5. Consider approval of the March 25, 2025, Parks and Open Space Board meeting minutes.

MOTION: A motion was made by Member Martinez, seconded by Member Bellows, to approve the minutes of the March 25, 2025, Parks and Open Space Board meeting. The motion passed unanimously.

6. Adjournment.

MOTION: A motion was made by Member Martinez, seconded by Member Bellows to adjourn the meeting at 6:55 pm. The motion passed unanimously.

APPROVE:

ATTEST:

John Elliot, Chairman

Donna Bradshaw,
Communications and Event Specialist