



Parks and Open Space
Board Meeting
March 3, 2015
7:00 p.m.
City Hall – 665 Country Club Road
Minutes

Call to Order

Chairman Rhoads called the meeting to order at 7:00 p.m.

Present:

Chairman, David Rhoads
Vice Chairman, Christopher Vanhorn
Member, Valerie Turnbow
Member, Brenda Rizos
Member, Kenneth Patterson
Alternate Member, Amber Patteson

Absent:

Alternate Member, Jerry Straka

Staff:

City Manager, Joni Clarke
Development Services Director, Joe Hillbourn
City Secretary, Stacy Henderson

Chairman Rhoads determined that a Quorum was present and reminded all in attendance to silence their cell phones. The Board conducted the Pledge of Allegiance.

Regular Agenda

1. **Administer the Oath of Office and Statement of Officers to newly appointed Alternate Member, Amber Patteson filling an unexpired term ending October 31, 2015.**

Alternate Member Patteson read into the record the Statement of Officer and Oath of Office for the newly appointed position.

2. **Consider approval of the minutes from the February 18, 2015 Parks and Open Space Board Workshop meeting.**

MOTION: A motion was made by Member Vanhorn, seconded by Member Patterson to approve the minutes as submitted. The motion passed by a 6-0 vote.

3. Discuss and consider a request made by Phil Esposito for the City to sponsor a Scarecrow Contest during Founders Day.

Phil Esposito came forward and gave a presentation regarding the Scarecrow Contest outlining specifics of the program held in another city, shared pictures with the Board and how it would be a nice addition to the Founders Day festivities.

The Board discussed options on how to organize the event and all thought it would be a good addition to the Founders Day activities.

Member Patterson volunteered to gather a committee to organize the event and create an entry form.

MOTION: A motion was made by Member Patterson, seconded by Member Turnbow to form a committee headed by Member, Ken Patterson to move forward with organizing a Scarecrow contest associated with Founders day. The motion passed by a 6-0 vote.

4. Consider a comprehensive policy regulating the use/rental of park facilities including the Kenneth R. Lewis Park fields and pavilion and the Lucas Community Park Pavilion and Community Center, the establishment of fees associated with the use of these facilities and addressing commercial uses and hours of operation.

A presentation was given by Development Services Director, Joe Hillbourn discussing the new Facility Use Agreement given to the Board for their review.

City Manager, Clarke discussed with the Board the Facility Use Agreement outlining the fees for residents and non-residents for each park use. She also discussed the need for park usage fees to be established by the Board as well as allowable permitted uses in the park.

The Board discussed hours in which the parks should be used for events, permitted uses, deposit fees, and the park being used for park purposes only, not certain commercial uses.

Member Turnbow discussed leaving the park hours broad to allow for various uses during the day, such as boot camps and other events.

The Board decided that the Community Center would be available to only residents at this time.

MOTION: A motion was made by Member Rizos, seconded by Member Turnbow to approve the policy regulating the use/rental of park facilities including the Kenneth R. Lewis Park Fields, the pavilion and the Lucas Community Park Pavilion, and the establishment of the following fees associated with the use of these facilities and addressing commercial uses and hours of operation. The motion passed by a 6-0 vote.

The following fees, hours of operation and permitted uses were included as part of this item:

- Hourly rental rate for non-residents of \$25.00 per hour for the Pavilion, Kenneth R Lewis Fields, and Community Center; no charge to residents;
- For rentals occurring on a monthly basis, fee is \$50.00 per month not exceeding two months for use of the Pavilion, Kenneth R Lewis Fields, and Community Center;
- Deposit fee of \$50 for the Pavilion and \$100 for the Community Center;
- Community Center will only be allowed for use to Lucas residents;
- Hours of the Pavilion will be from 5:00am – 8:00am and 7:00pm – 9:00pm;
- Amend Ordinance 2014-12-00803, No. 10 of Conduct prohibited in Parks to revise language related to commercial activities as it relates to commercial recreational park activities.
- Provide documentation demonstrating liability insurance coverage and must be willing to include the City of Lucas on the Certificate of Insurance.

5. Consider approval of the Community Windshield Survey completed by the Parks and Open Space Board members and provide direction on completing step six of the Monthly Provisional Affiliate Checklist for the Keep Lucas Beautiful Program.

Member Turnbow discussed the clean-up day proposed for April 25, proposed hours and details associated with that event. Member Turnbow stated that items needed that would include: trash bags, gloves, vests, water and having a safety briefing in the morning for volunteers. Member Turnbow also discussed a route for the cleanup area and obtaining volunteers.

City Manager, Clarke stated she would work on the budget and get back with the Board on what items could be provided and a proposed schedule.

Member Vanhorn stated that he also would be conducting a water conservation education class at the end of July that would be a 2 hour class.

The Board decided that their four events for the year would include the Cleanup Day in April, the Water Conservation class at the end of July, the Scarecrow contest as part of Founders Day events in October and the Christmas Tree lighting event in December.

MOTION: A motion was made by member Vanhorn, seconded by Member Rizos to approve the four following items as part of the Keep Lucas Beautiful Program. The motion passed with a 6-0 vote.

April - Cleanup Day
 July - Water Conservation class
 October – Scarecrow Contest associated with Founders Day Event
 December - Christmas Tree lighting

6. Discuss and consider a proposed Cricket League to be included as part of the Parks program.

Member Ken Patterson gave a presentation reviewing the proposal by the Dallas Cricket League presented at the last Park and Open Space Board meeting. Member Patterson discussed the size

of cricket fields and the concrete pad area that is part of a cricket field design. Member Patterson discussed the pros and cons of having a cricket field and it was determined that the only park that could accommodate a cricket field this size would be Kenneth Lewis Park. However, the Board determined that having a cricket field in such close proximity to the ball fields and its large size, it would not be the best use for the area and would adversely affect the surrounding fields.

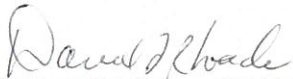
MOTION: A motion was made by Member Rizos and seconded by Member Turnbow to make a negative recommendation to allow a cricket field in a City park. The motion passed by a 6-0 vote.

7. Consider moving the Parks and Open Space Board meetings to the fourth Tuesday of each month.

MOTION: A motion was made by Member Rizos, seconded by Member Patterson to approve moving the Parks and Open Space Board meetings to the fourth Tuesday of every month. The motion passed by a 6-0 vote.

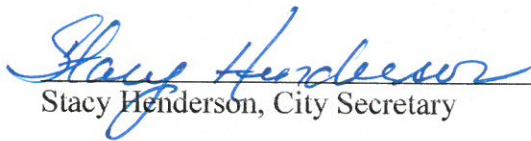
8. Adjournment.

MOTION: A motion was made by Member Turnbow, seconded by Vice Chairman Vanhorn to adjourn the meeting at 8:57pm. The motion passed by a 6-0 vote.



David Rhoads, Chairman

ATTEST:



Stacy Henderson, City Secretary