



Agenda

City of Lucas Parks and Open Space Board Meeting June 28, 2016

7:00 PM

City Hall - 665 Country Club Road – Lucas, Texas

Notice is hereby given that a meeting of the City of Lucas Parks & Open Space Board Meeting will be held on June 28, 2016 at 7:00 PM at the Lucas City Hall, 665 Country Club Road, Lucas, Texas at which time the following agenda will be discussed. As authorized by Section 551.071 of the Texas Government Code, the Parks & Open Space Board may convene into closed Executive Session for the purpose of seeking confidential legal advice from the City Attorney on any item on the agenda at any time during 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 minutes of the May 24, 2016 Parks and Open Space Board regular meeting and the June 1, 2016 Parks and Open Space Board workshop meeting. **(City Secretary Stacy Henderson)**
2. Discuss applying for a grant with the Texas Parks and Wildlife Recreational Trails Grant Program. **(Development Services Director Joe Hilbourn)**
3. Discuss Keep Lucas Beautiful possible programs and projects **(Parks Board Member Valerie Turnbow)**
4. Discuss procedures and website details for the 2016 Scarecrow Contest. **(City Secretary Stacy Henderson)**
5. Discuss and give staff direction regarding updates to the Comprehensive Plan, Chapter 6 Parks and Open Space, including maps for trails and parks. **(Development Services Director Joe Hilbourn)**
6. Discuss upcoming 2016 Founders Day activities. **(Development Services Director Joe Hilbourn)**
7. Adjournment.

Certification

I 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 75002-7651 and on the City's website at www.lucastexas.us by 5:00 p.m. on or before June 24, 2016.

Stacy Henderson, City Secretary

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 Stacy Henderson at 972-912-1211 or by email at shenderson@lucastexas.us at least 48 hours prior to the meeting.



City of Lucas

Parks and Open Space Board Request

June 28, 2016

Requester: City Secretary Stacy Henderson

Agenda Item:

Consider approval of the minutes of the May 24, 2016 Parks and Open Space Board regular meeting and the June 1, 2016 Parks and Open Space Board workshop meeting.

Background Information:

N/A

Attachments/Supporting Documentation:

1. Minutes of the May 24, 2016 Parks and Open Space Board regular meeting.
2. Minutes of the June 1, 2016 Parks and Open Space Board workshop meeting.

Budget/Financial Impact:

N/A

Recommendation:

Approve as presented.

Motion:

I move to approve/deny the minutes of the May 24, 2016 Parks and Open Space Board regular meeting and the June 1, 2016 Parks and Open Space Board workshop meeting.



Parks and Open Space
Board Meeting
May 24, 2016
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.

Members Present:

Chairman David Rhoads
Vice Chairman Chris Vanhorn
Member Kenneth Patterson
Member Valerie Turnbow
Member Brenda Rizos
Alternate Member Bill Esposito

Staff Present:

City Manager Joni Clarke
Development Services Director Joe Hilbourn
Permit Technician Donna Bradshaw

Member Absent:

Alternate Member Amber Patteson

City Council liaison Present:

Councilmember Tim Baney

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. Consider approval of the minutes of the May 3, 2016 Parks and Open Space Board meeting.

***MOTION:** A motion was made by Vice Chairman Vanhorn, seconded by Mr. Patterson to approve the minutes of the May 3, 2016 Parks and Open Space Board meeting. The motion passed unanimously.*

2. Discuss applying for a grant with the Texas Parks and Wildlife Recreational Trails Grant Program.

The Parks Board discussed creating partnerships with the Trinity Trails Preservation Association as well as potentially the City of Allen creating a multi-purpose trail for hiking and horse riding with the possibility of linking trails systems.

The Parks Board discussed the need to identify potential projects for the grant, identify priorities and laying out a plan for the trail system. The Parks Board agreed to hold a special workshop to further discuss details associated with applying for the Recreational Trails Grant on June 1, 2016 at 8:30 am and further define the scope of the project.

3. Discuss and give staff direction regarding updates to the Comprehensive Plan, Chapter 6 Parks and Open Space, including maps for trails and parks.

The Parks and Open Space Board had no suggested changes to the Comprehensive Plan but stated they would forward any final comments to Development Services Director Joe Hilbourn by June 1, 2016.

This was a discussion item only, no formal action was taken.

4. Adjournment.

MOTION: A motion was made by Vice Chairman Vanhorn seconded by Ms. Rizos to adjourn the meeting at 7:55pm. The motion passed unanimously.

David Rhoads, Chairman

ATTEST:

Stacy Henderson, City Secretary



Parks and Open Space Board
Workshop Meeting
June 1, 2016
8:00 a.m.
City Hall – 665 Country Club Road
Minutes

Call to Order

Chairman Rhoads called the meeting to order at 8:38 a.m.

Members Present:

Chairman David Rhoads
Member Kenneth Patterson
Member Brenda Rizo*s* (*arrived at 9:44 am*)
Alternate Member Bill Esposito

Staff Present:

Development Services Director Joe Hilbourn
City Secretary Stacy Henderson

Member Absent:

Vice Chairman Chris Vanhorn
Member Valerie Turnbow
Alternate Member Amber Patteson

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

2. Discuss applying for a grant with the Texas Parks and Wildlife Recreational Trails Grant Program.

Development Services Director Joe Hilbourn brought forward the proposed trails map and discussed existing trails and proposed future trails.

The Board discussed various elements to apply for in the grant such as land acquisition, parking lot materials, picnic tables, ground work that will need to be completed, and the need to connect to the Trinity Trail system.

The Board discussed surveying the trail and placing boundary markers so that it will be clearly identified as well as adding ornamental trail markers to clearly identify trails.

Staff and Parks members agreed they would need to walk the trail in order to estimate the ground work needed for the trails grant project.

The Parks Board agreed that for the purpose of the grant, the board would focus on dividing the trail into segments, surveying, groundwork needed and trailhead markers.

The following outlines segments of the trail, items identified for the grant and potential costs:

- Segment 1 – South of W. Lucas Road
Survey cost - \$10,000 – 12,000
\$2,000 Trail markers
\$__ Base preparation (tree removal, ground work, culverts/bridges, chipping)

- Segment 2 - West Lucas Road/ Allison/ Estates Parkway
Survey cost - \$8,000
\$2,000 trail markers
\$__ Base preparation (tree removal, ground work, culverts/bridges, chipping)

- Segment 3 - Blondy Jhune from 1378 to Winningkoff
Survey cost - \$13,000
\$3,000 trail markers
\$__ Base preparation (tree removal, ground work, culverts/bridges, chipping)

- Segment 4 - East of Winningkoff
Survey cost - \$3,000
\$1,000 trail markers
\$__ Base preparation (tree removal, ground work, culverts/bridges, chipping)

The following outlines items for possible future consideration:

- Consider a trailhead on south side of trail at later time (need 1-acre of land)
- Naming rights
- Directional/educational signage at trailheads identifying length of trail and map
- Possible parking agreement with Willow Springs School for access to trail
- Possible traffic control device needed for 1378 where easement is under powerline if this easement becomes part of trail
- Possible parking area acquisition on southwest corner of 1378
- Acquire ½ acre to 1-acre in Segment 1

It was decided that members of the board would need to walk Segment 1 and 4 to determine costs and the amount of groundwork needed. The board agreed to meet on Thursday, June 9, 2016 at 8:00 am at City Hall to conduct a walking tour of the trail.

3. Adjournment.

*MOTION: A motion was made by Mr. Esposito seconded by Ms. Rizos to adjourn the meeting at 10:31am.
The motion passed unanimously.*

David Rhoads, Chairman

ATTEST:

Stacy Henderson, City Secretary



City of Lucas

Parks and Open Space Agenda Request

June 28, 2016

Item No. 02

Requester: Development Services Director Joe Hilbourn

Agenda Item:

Discuss applying for a grant with the Texas Parks and Wildlife Recreational Trails Grant Program.

Background Information:

The Texas Parks and Wildlife administers the National Recreational Trails Fund under the approval of the Federal Highway Administration. The Recreational Trails Fund Program provides 80% matching grants with a \$200,000 limit for non-motorized trail grants to assist with the construction of new recreational trails, improvement of existing trails, develop trailheads and trailside facilities and to acquire trail corridors. The 80% matching grant means that 80% of the project cost up to a maximum of \$200,000 will be reimbursed. The City would be required to match the grant by 20% of the cost.

Examples of Grants awarded in 2015 for non-motorized Recreational Trail Grants include:

- North Texas Rural Rail Transportation District in Archer and Wichita Counties:
 - Renovated 6.5 miles of trail with improved surfaces
- The Friends of Brazoria Wildlife Refuge in Brazoria County:
 - Repaired a portion of an existing trail, constructed a new trail, added signage and benches, restored a water well and observation platform
- City of DeSoto in Dallas County – DeSoto Ranch Park Nature Trail:
 - Constructed a new 1.5 mile trail, added signage, a bridge and boardwalk, benches, a bicycle station, parking lot and trash cans
- City of Denison in Grayson County – Waterloo Lake Regional Park:
 - Renovated existing trails and constructed a new 0.5 mile concrete trail and retaining wall, parking lot improvements, signage and bridges
- City of Sulphur Springs in Hopkins County – Crosstown Trail:
 - Constructed a new 0.52 mile concrete trail, erosion control systems and installation of benches, trashcans, bridge, signs and culverts.

Projects which serve multiple, compatible trail users will be given priority as will projects undertaken with partnerships due to their ability to build constituencies for trail projects. Trail projects that, when completed, serve more of a transportation function will be ranked lower than those that serve a recreational function.

All grant applications must be made online, no paper applications will be accepted. The next application deadline to apply for a non-motorized Recreational Trails Grant is February 1, 2017.



City of Lucas

Parks and Open Space Agenda Request

June 28, 2016

Requester: Development Services Director Joe Hilbourn

Staff is seeking feedback regarding possible projects and partnerships, such as the Trinity Trails Preservation Association, in preparation for the annual budget process.

Attachments/Supporting Documentation:

1. Texas Parks and Wildlife Recreational Trails Fund Application Instructions
2. Grant Application Checklist

Budget/Financial Impact:

NA

Recommendation:

N/A

Motion:

N/A

Texas Parks & Wildlife Department
Recreation Grants Branch

Recreational Trails

Instructions for Completing the Grant Application

Revised December 2015

(PWD 1067B-P4000)



Deadline: February 1st

Texas Parks & Wildlife Department
Texas Recreational Trails Fund – Grant Application Instructions

RECREATIONAL TRAILS GRANT - APPLICATION INSTRUCTIONS

The Texas Parks and Wildlife Department (TPWD) administers the National Recreational Trails Fund in Texas under the approval of the Federal Highway Administration (FHWA). This federally funded program receives its funding from a portion of federal gas taxes paid on fuel used in non-highway recreational vehicles. Funds can be spent on both motorized and non-motorized recreational trail projects.

- **Construction of new recreational trails**
- **Improve existing trails**
- **Develop trailheads or trailside facilities, and**
- **Acquire trail corridors.**

THIS IS A REIMBURSEMENT PROGRAM

Funding provided by this program is on a **cost reimbursement** basis. Project sponsors must initiate their approved projects with their own funds and be reimbursed up to **80 percent** of allowable costs after submitting documentation of expenses. Individual trail grants can range from \$4,000 (\$5,000 total project cost) to \$200,000 (\$250,000 total project cost). Projects will be selected for funding with the help of the Texas Trails Advisory Board made up of both motorized and non-motorized trail users. Selected projects must comply with FHWA funding requirements and be in accordance with all state and federal laws, and executive orders. The Texas Parks and Wildlife Commission will authorize funding for selected projects based on the recommendations of the Texas Trails Advisory Board.

WHO IS ELIGIBLE TO RECEIVE FUNDS

Eligible applicants include:

- Cities,
- Counties,
- State agencies (including TPWD state parks and wildlife management areas)
- Other governmental bodies created under state law such as river authorities, water districts, municipal utility districts, or public school districts,
- Federal land managers,
- Private not for profit organizations (e.g. trail user groups, conservation clubs, "Friends of the Park") For purposes of implementing the Texas Recreational Trails Fund (TRTF), organizations must be incorporated with the Secretary of State or must have filed with the county to do business in Texas.

Only one entity will be considered the sponsor of any proposal. Even though projects are encouraged to be undertaken as partnerships, the sponsor for the project will be the one who signs the Project Agreement, is responsible to account for the costs incurred, and will receive the reimbursements. *If the land owner is different from the sponsor, application must include documentation of the owner's willingness to allow the trail improvements to be constructed on their land.*

ELIGIBLE PROJECT ACTIVITIES

The following activities are permitted under this trail funding program.

1. Construction of new recreational trails on public (federal, state, county, municipal, district, etc.) or private lands. To receive funding for trails on private lands, the sponsor must obtain a legally binding easement, lease, or license, satisfactory to TPWD, keeping the trail open to the public for a minimum of twenty (20) years.

Texas Parks & Wildlife Department
Texas Recreational Trails Fund – Grant Application Instructions

2. Trail restoration, rehabilitation or resurfacing.
 Includes rerouting or repair of areas damaged by trail use, flooding, or erosion; rehabilitation of trail tread and facilities that have deteriorated over time as well as Americans with Disabilities Act upgrades.
3. Development of trail-side and trail-head facilities.

Eligible Facilities
<ul style="list-style-type: none"> • Signs and displays • Restrooms • Parking areas • Drinking water (water tanks, fountains, faucets) • Horse-watering facilities, hitching posts/corrals • Portable buildings for tool storage • Bike racks • Benches and picnic tables • Fencing or bollards
Ineligible Facilities
<ul style="list-style-type: none"> • Facilities that support other recreation activities (e.g. camping areas, boat ramps, swimming areas, etc.) • Landscaping • Sidewalk • Other Buildings (fee booth, offices, etc.)

4. Provision of features which facilitate access and use of trails by persons with disabilities.
5. Acquisition of easements or leases for trails or trail corridors. Easements or other less than fee simple property interest must be secured for at least twenty (20) years.
6. Acquisition of property by fee simple title when acquisition cannot be accomplished by easement. Property acquired under this fund will be subject to continuing recreational use provision, Section 6(f) (3) of the Land and Water Conservation Fund Act.
7. Educational signing to interpret natural and/or cultural resources or for proper trail etiquette. Research, development and printing costs of educational/interpretive brochures or handouts are not eligible for reimbursement.
8. Environmental mitigation. Provide for redesign, reconstruction, non-routine maintenance or relocation to mitigate or minimize impact to the natural environment.

USES NOT PERMITTED WITH TRTF FUNDS

Many of the non-permitted uses are specified in the federal act. Others have been added to the Texas program and may be changed in the future as priorities are revised.

1. Condemnation of any kind of interest in property.
2. Adding motorized uses to trails which were predominantly used by non-motorized trail users and on which motorized use was either prohibited or had not occurred, as of May 1, 1991.
3. Spending moneys on private land managed as a commercial enterprise. A trail project on private land which charges fees will be considered a commercial enterprise unless all revenues from its operation will be used only to offset the costs of its operation and maintenance.

Texas Parks & Wildlife Department
Texas Recreational Trails Fund – Grant Application Instructions

4. Spending moneys on trails not open to the general public. Projects which are restricted to club members only or which are only open during scheduled events will not be eligible for funding.
5. Requiring a nominal fee for trail use (to help cover operation and maintenance costs) does not constitute a trail closed to the general public.
6. Research and planning. This program is limited to spending on site-based trail projects (construction, maintenance, or acquisition). Some site planning, design, and engineering specifications can be funded as part of a project which results in completed trail work on the ground. Regional plans, jurisdictional plans, needs assessments, or plans for an entire park or recreational area are ineligible.
7. Sidewalks or trails that have only a transportation or access function. Trails must be of sufficient length to serve the recreational use for which they are proposed. A path that only connects facilities in a park will not be considered a recreation trail.
8. Administrative costs of the sponsor including application preparation costs will not be covered.

LIMITATIONS ON GRANT AWARDS

Size of Awards

The program limits the amount granted to any single sponsor in one application period to a maximum of \$200,000 (80% of a \$250,000 project). The minimum award per sponsor is \$4,000 (80% of a \$5,000 project) in an application period.

Motorized Trail Projects: The Recreational Trails Act stipulates that 30% of available funds go toward motorized trail projects. In Texas, we are having difficulty generating motorized trail projects and have thus we have increased the cap for motorized projects to \$400,000 (80% of a \$500,000 project).

Number of Projects Per Sponsor

Applicants are encouraged to submit only one project per application period. The Trails Advisory Board is sensitive to the geographic distribution of funds and will rarely recommend funding for more than one project per sponsor

If a sponsor wishes to submit more than one project, separate applications should be submitted when projects are not located at the same site. An exception to this rule would involve the allowance of a single application for trail work of a similar nature on a system of trails in one jurisdiction. For example, a city may submit one application proposing to add crushed fines on all the trails in its area, even though the trails are not connected and are located at various sites around town.

30%-30%-40% Reserved Funds

The federal act mandates that at least 30 percent of the funds be earmarked for motorized trail recreation, and at least 30 percent be dedicated to non-motorized trail recreation. The remaining 40 percent is discretionary for "diversified" trail use. The Texas Trails Advisory Board will be responsible for fairly distributing selected projects among these categories based on information in the application. Historically in Texas, there has been high demand for non-motorized project funding and little demand for motorized project funding.

Texas Parks & Wildlife Department
Texas Recreational Trails Fund – Grant Application Instructions

OTHER CONSIDERATIONS

Match vs. Reimbursable Costs

The following table shows the types of costs that may be included in a project and which ones are reimbursable. Donations from the private sector (land, materials, or labor) may only be attributed to the sponsor's match. Sponsors may not make a profit by being reimbursed beyond their out-of-pocket costs. Private donations which exceed the 20 percent project sponsor share simply serve to reduce the overall cost of a project.

Allowable Costs for Reimbursement
<ul style="list-style-type: none">• Acquisition of fee title land or easement/lease• Service contracts• Direct labor costs (hired workers, current staff, force account)• Materials (purchased)• Equipment rental• Purchase of trail hand tools and equipment• Professional Services (e.g. design, engineering and architectural services) are limited to 12% of the total grant <u>construction</u> estimate amount.• Environmental Survey costs (e.g. natural and cultural resource site assessments) may be considered above the 12% professional services limit on a case-by-case basis.• Value of currently owned equipment that was not purchased with federal money (based on FEMA rates).
Allowable Costs for Sponsor's Match
<ul style="list-style-type: none">• Appraised value of donated land or easement• Value of volunteer labor (\$21.35 per hour)• Value of donated materials or contribution of materials on hand• Value of donated equipment• Any of the reimbursable costs which are paid for by cash donations or sponsor's appropriations (to account for the required 20% match)

Projects on Federal Land

The re-authorization of this program in 1998 permits federal funds, in-kind labor of federal employees, and the value of federal equipment as match for TRTF funds up to 95% of the total project cost. The remaining 5 percent of the project cost must be provided by non-federal sources, typically through a partnership arrangement with a local government or non-profit group. Recreational Trail Grant funds will still not exceed 80% of the total project cost. If there are questions about projects involving federal lands or federal partners, please contact TPWD for clarification.

Design Standards

Trails and trailhead/trailside facilities should be attractive to the public and harmonious with the natural environment. In general, new development and improvements should be designed to avoid or minimize harm to the natural setting, accommodate the number and types of proposed uses, and be consistent with topographic limitations of the site. Emphasis should be given to public health, safety, the natural environment, barrier-free access, and the protection of recreational and community values of the area.

Texas Parks & Wildlife Department
Texas Recreational Trails Fund – Grant Application Instructions

Natural and Cultural Resource Review

Projects recommended for funding will be submitted to the Texas Historical Commission for a cultural resource review and to TPWD resource staff for a natural resource review. If these reviews uncover sensitive resources at a proposed project site, the project applicant will immediately be notified as to the situation and what actions are necessary to mitigate the situation.

The review by the Texas Historical Commission focuses primarily on whether the project will impact known archeological sites or if the site's location and character are likely to contain archeological deposits. If the site contains, or likely contains, archeological deposits, a field survey by a qualified archeologist is usually required.

The review by the TPWD resource staff focuses primarily on whether the project site has known existence of animal and/or plant species listed as threatened or endangered, or habitat to support such species. If this is the case, a field survey by a qualified biologist is required and the project's impact on the listed species is assessed. If the rare species is federally listed, the U.S. Fish and Wildlife Service must approve the project for it to proceed. If a site has not previously undergone natural and cultural resource survey, we recommend budgeting funds in the project proposal for surveys of the trail route.

Applicants will be required to remedy all resource impact concerns prior to initiating work on the project. Sometimes a simple rerouting of the trail to avoid sensitive areas will allow a project to proceed, in other cases the remedy is much more time consuming and costly. If the remedy costs are too great (over 15% of total project costs), the sponsors will have the following options: a) cover the costs of the mitigation overruns themselves or b) withdraw their application.

Barrier Free Access

Applicants must ensure that support facilities in the area proposed for TRTF assistance will meet current barrier-free accessibility standards (i.e. make all elements proposed in the project accessible to users who are physically and/or mentally disabled). All trailhead parking facilities, trail bridges, and restrooms developed with grant assistance must be fully accessible. Typically, newly constructed trails intended for use by pedestrians must be accessible to people using wheelchairs, whether manual or motorized. Projects in developed areas should place particular emphasis on accessibility. *Sponsors will need to justify why it is not feasible to make trails fully accessible.*

Sometimes physical limitations of the trail corridor site do not allow for total accessibility. However, land managers are encouraged to incorporate accessible features when they do not negatively impact the environment. When a sponsor proposes accessible facilities above and beyond that required by law, it will make the application more competitive and increase its potential for funding.

SUBMISSION, REVIEW, AND SELECTION OF PROJECTS

Project applicants shall submit an Original Application utilizing the Recreation Grants Online (RGO) web-based grant management software. The application must include applicable support documentation, including one original 7.5 minute U.S.G.S. quad map(s) with the project location noted. **Application deadline is February 1st of each year.**

Review and Evaluation Process

The project applications will be reviewed for completeness and eligibility prior to the being reviewed for quality. The Texas Trails Advisory Board will assist TPWD staff in selecting a slate of recommended projects to be presented to the Texas Parks and Wildlife Commission for final approval. Project applicants will be notified in writing of their project's selection or disapproval after the Commission action and may be required to obtain an exemption from the Texas Department of Licensing and Regulation.

Texas Parks & Wildlife Department
Texas Recreational Trails Fund – Grant Application Instructions

Criteria for Selecting Projects

The Texas Trails Advisory Board and Texas Parks and Wildlife Department staff will evaluate projects in terms of their overall quality, ability to serve recreational needs, cost-effectiveness, benefits, community support, innovation, geographic scope and distribution, and accommodation of barrier free access.

The cost-effectiveness criteria rewards those projects which accomplish a lot with a little amount of funding as well as those projects which propose a greater proportion of basic trail work as opposed to support facilities, design and engineering. Basic trail work includes tasks such as trail layout, vegetation clearing, bridges, work on the trail tread (shaping, drainage structures, surfacing, steps, and erosion control), retaining walls, and acquisition of trail corridor. Trailside and trailhead facilities are considered support facilities because they are not providing *direct* recreation opportunities.

Projects which serve multiple, compatible trail users will be given priority as will projects undertaken with partnerships due to their ability to build constituencies for trail projects.

Projects in which the sponsor is willing to provide more than the minimum 20% match will also be given preference depending upon the extent of over-match committed.

Trail projects that, when completed, serve more of a transportation function will be ranked lower than those that serve a recreational function.

Resubmission

Sponsors whose projects are not selected and approved for funding may resubmit their proposals for consideration in the next cycle by notifying TPWD prior to the next deadline. Sponsors may wish to modify their proposals to give them a better chance of achieving a higher ranking.

PUBLIC SUPPORT OR OPPOSITION TO A PROJECT

Documented public support or opposition to a project will be considered by the Texas Trails Advisory Board during the evaluation of projects and recommendations for funding. Resolutions of support from local political entities are not required to submit a project proposal for funding or to receive funding. However, if opposition to a project arises to the extent that a political subdivision, within whose jurisdiction the project falls, passes a resolution opposing funding of the project, that will be sufficient cause to not select the project. A resolution of opposition would also be grounds to rescind funding for a previously funded project if the resolution is received prior to the start of construction.

PROJECT DEVELOPMENT

Approved Projects

The grant recipient may only initiate activities to undertake the approved scope of work *after* a Project Agreement is signed. This includes not taking title to lands or easements that are included in the project costs. The sponsor will not be reimbursed for project costs incurred prior to the date of the signed Agreement. Unlike the Texas Recreation and Parks Account grants, the TRTF does not allow application preparation, site design, and other pre-application costs to be recovered retroactively. For this reason, applicants need only develop project concepts well enough to have a reasonable budget.

The Project Agreement is the contract between TPWD and the sponsor setting forth the approved work, allowable costs, and the sponsor's commitment to follow required procedures.

Texas Parks & Wildlife Department
Texas Recreational Trails Fund – Grant Application Instructions

Compliance with Federal and State Requirements

During the application period, sponsors are *not* being asked to obtain all the necessary permits and clearances which the project ultimately will need. Projects approved to receive federal funds must meet any number of federal and state requirements. If selected, sponsors must be prepared to submit many federal forms; undergo environmental reviews and possibly prepare mitigation plans; obtain all permits and permissions; comply with the Uniform Relocation Assistance and Real Property Acquisition Policy Act of 1970 and other acquisition requirements (if acquisition is involved); follow required procurement procedures, expect audits, and supply progress reports. *If you are not deterred by this, we look forward to being your partner in providing more recreational trail opportunities!*

Reimbursement Procedures

In general, TPWD will reimburse the sponsor for 80 percent of the project's total cost provided:

- (a) The costs are for allowable expenditures as outlined in the sponsor's application and approved in the Project Agreement signed by TPWD and the sponsor, and
- (b) Sponsor supplies adequate documentation that fully accounts for out-of-pocket expenditures and any donated labor, land, or materials, and certifies that the expenditures have been incurred on the project.
- (c) The amount of donated labor, land, or materials does not exceed 20 percent of the total project costs.
- (d) Quarterly Reports are submitted and regular progress is made on the project.

Sponsors may bill TPWD on an interim basis by submitting receipts and other documentation of expenditures and work undertaken provided the sum of the interim billing totals at least \$5,000. If the entire project cost is below \$5,000, only one final billing will be accepted. After processing the billing, TPWD will make a payment to the sponsor for 80 percent of the amount submitted. It can take up to 60 days for reimbursement payments to reach sponsors. Reimbursements must be submitted via TPWD's online grant management system, Rec Grants Online.

RETENTION AND USE

Project sponsor must commit to maintaining and operating their completed project so that it is safe for public use for a minimum of 20 years.

Property acquired with TRTF assistance shall be retained and used for public trail recreation in perpetuity. Any property so acquired or developed shall not be wholly or partly converted to other than public recreation uses without the approval of the TPWD. Such approval will be given only upon conditions as TPWD deems necessary to assure the substitution of other outdoor recreation properties of at least equal fair market value and of reasonably equivalent usefulness, quality, and location. (See "Guidelines for Conversion of Fund Supported Properties" for more information.)

OPERATION AND MAINTENANCE

Property developed with program assistance shall be operated and maintained as follows:

- A. The property shall be maintained so as to appear attractive and inviting to the public.
- B. Sanitation and sanitary facilities shall be maintained in accordance with applicable health standards.
- C. Properties shall be kept reasonably safe for public use.

Texas Parks & Wildlife Department
Texas Recreational Trails Fund – Grant Application Instructions

- D. Buildings, roads, trails, and other structures and improvements shall be kept in reasonable repair throughout their estimated lifetime to prevent undue deterioration and to encourage public use.

Texas Parks & Wildlife Department
Texas Recreational Trails Fund – Grant Application Instructions

- E. The facility shall be kept open for public use at reasonable hours and times of the year, according to the type of area or facility.

AVAILABILITY TO USERS

- A. **Non-Discrimination** – Property developed with program assistance shall be open to entry and use by all persons regardless of age, race, color, sex, religion, national origin, or handicap who are otherwise eligible. Discrimination on the basis of residence, including preferential reservation or membership systems, is prohibited, except to the extent those reasonable differences in admission or other fees may be maintained on the basis of residence.
- B. **Reasonable Use Limitations** – Participants may impose reasonable limits on the type and extent of use of the areas and facilities acquired or developed with program assistance when such a limitation is necessary for maintenance or preservation. Thus, limitations may be imposed on the number of persons using an area or facility or the type of users such as hunters only or hikers only. All limitations shall be in accord with the applicable grant agreement and amendments.

CONTACTS

For further information or for questions regarding the Texas Recreational Trails Fund:

Texas Recreational Trails Program
Texas Parks and Wildlife Department
4200 Smith School Road
Austin, Texas 78744
Telephone: (512) 389-8224
Fax: (512) 389-8242

Web address: <http://www.tpwd.state.tx.us/business/grants/recreation-grants>

Online Applications and Grants Management: <http://tpwd-recgrants.fluidreview.com>

Email address: rec.grants@tpwd.state.tx.us

Texas Recreational Trails Fund – Grant Application Checklist

GRANT APPLICATION CHECKLIST

All applications will include the following supplemental documents:

1. Site map locating the trail for orientation purposes. The trail drawn on a park map or city map will do.
2. A U.S.G.S. topographic map (7.5 minute series) with the trail location drawn on map. An 8.5 x 11 inch copy of the portion of the map on which the project is located will suffice, but write the name of the quadrangle on the copy.
3. Photographs of the site

If relevant to the specific project:

- Statement of (public or private) land owner's willingness to allow the trail project, if not on sponsor's land
- Statement of property owner's willingness to negotiate for a transfer, if property is proposed for acquisition
- Statement that new trail construction on federal land is consistent with federal agency's land management plan for the impacted area



City of Lucas

Parks and Open Space Board Request

June 28, 2016

Requester: Parks Board Member Valerie Turnbow

Agenda Item:

Discuss Keep Lucas Beautiful possible programs and projects.

Background Information:

Parks Board Member Valerie Turnbow asked that this item be placed on the agenda for discussion regarding the Keep Lucas Beautiful program.

Attachments/Supporting Documentation:

NA

Budget/Financial Impact:

NA

Recommendation:

NA

Motion:

NA



City of Lucas

Parks and Open Space Board Request

June 28, 2016

Requester: City Secretary Stacy Henderson

Agenda Item:

Discuss procedures and website details for the 2016 Scarecrow Contest.

Background Information:

The first annual Scarecrow Contest was held in October 2015 as a kick-off event to Founders Day with 16 participants in the individual and business/organization categories.

In preparation for the upcoming 2016 Scarecrow Contest, procedures and website pages from last year's event have been attached for review and recommendations regarding the following items:

1. Identify registration time frame
2. Review website pages
3. Judge's criteria
4. On-line application form
5. Take the Tour website page
6. Parks Board judging procedures
7. Award participation and notification
4. Advertising of event

Attachments/Supporting Documentation:

1. Operating Procedures for Scarecrow Contest
2. Scarecrow Poster
3. Website pages
4. Winner/Participation Letters

Budget/Financial Impact:

NA

Recommendation:

NA

Motion:

NA

Scarecrow Contest Standard Operating Procedures

	Project Detail	Person Responsible
August 1	Place an agenda item on the August Parks and Open Space Board meeting to discuss scarecrow contest	Stacy
September 1	Identify registration time frame (2015 was September 15 – October 19)	Parks Board
September 1	Update Scarecrow Contest webpage with any new information/pictures and updated dates.	Stacy
September 1	Update Judge's criteria (if any)	Parks Board
September 1	Update website on-line form for Scarecrow application	Stacy
Mid-September Through October	Create response email to respond to scarecrow participants and assign each participant a participant number as applications come in	Stacy
Mid-September Through October	As applications come in, update Scarecrow Entry document and map page and send to City staff	Stacy/Ken
Mid-September Through October	Update City website Scarecrow Contest - Take the Tour page with entries and map	Stacy
October 20 (approx.)	Judging takes place after registration (within two days after registration has closed) 2015 was Oct 20-22	Parks Board
October 20 (approx.)	Update Judges Tally sheet if needed	Ken
October 22 (approx.)	Have all judges turn in their tally sheets to Ken/Amber to compile data	Ken/Amber
	Winner/participant letter to notify applicants	Ken/Amber
	Notify winners via telephone	Ken/Amber
	Send letter to winners with gift cards	Ken/Amber

City of Lucas 1st Annual SCARECROW CONTEST & TOUR



Scarecrow
Decorating
Contest for...

Families

Individuals

Businesses

Youth Groups and
Church Groups...

Registration begins September 15th ends October 15th

Complete contest/tour details and entry forms available at www.lucastexas.us

Separate judging for Family/Individual, Business and Group Organizations

Prizes will be awarded at our **Founders Day Celebration on October 24, 2015**

Have questions? - email kpatterson@lucastexas.us

Founders Day Scarecrow Event



This year, as part of the Lucas Founders Day Event, the City of Lucas is hosting their first annual Scarecrow Contest.

Lucas residents are encouraged to register and create a scarecrow display at their home or other location. The event is free and prizes will be awarded. There are two scarecrow maker categories – individual/family and group/organization. Organizations may be comprised of businesses, classrooms, sports teams or various clubs. Use your imagination to select a theme for your scarecrow or display.

Whether you choose a traditional, contemporary or humorous approach, is up to you. Your display may be whimsical, frightening or funny.

Registration begins September 15 through October 19. Judging will be conducted October 20-22, so scarecrow makers need to have their display completed before October 20. Take a moment to review the [judge's criteria](#).

Please note that by registering for the Scarecrow Contest, contestants agree to have the name of the display and location of the display published on the City of Lucas website so that all scarecrow enthusiasts may "take the tour" and enjoy the displays. This should be fun for kids of all ages.

[Register your scarecrow](#) for this fun new event. Should you need additional information, email Ken Patterson at kpatterson@lucastexas.us.

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Select a Category



Scarecrow Contest Application

Save Progress

Please complete the online form below to submit your application

First and Last Name:

Address of Scarecrow Entry:

Name of Display:*

Email Address:

Telephone Number:

Scarecrow Category*

Scarecrow Address Listing *

- Select One -



Submit

ALERT CENTER

REPORT A CONCERN



Judging Criteria		
Judging Criteria	Comment	Points
Effort	Does it appear that the display took a lot of thought, time and effort? What portion of the display was created from commercially purchased material? Note: Accessories, makeup, masks, hats, components, etc. purchased at a store are great!	4
Appearance & Overall impression	What is the Level of Detail? Does the entry show details like jewelry, make-up, hairstyle, or even moving parts.	4
Level of creativity, innovation. Use of the Theme - scare or crow.	Is the concept/idea creative and original? Does the display project the Theme of "Scare or Crow"?	2
		10

First, Second and Third prizes will be awarded in each of the two categories- individual/family and Groups. All contest participants will receive a participation award. Scarecrow Judging will be October 20-22. The decisions of the judges are final. The Goal Is Kid Focused Entertainment



Ms. XXXX,

Thank you for participating in the City of Lucas - Parks and Open Space Board Scarecrow Contest Event. Your participation has made this event a great success and fun for the entire community. Although the severe weather forced the cancelation of the Founders Day event, the Parks and Open Space Board was able to complete their scoring of each scarecrow display.

CONGRATULATIONS! Your scarecrow entry was one of our winners!

Gift cards are being awarded to all the Scarecrow Contest Winners. Gift cards can be delivered to you or picked up at City Hall. We appreciate your participation in this fun event and hope you participate again in 2016. Also attached is "yearbook" of each scarecrow display is also attached.

The judge's top three selections for each of the two categories were as follows:

Organization:

1st:

2nd:

3rd:

Individual:

1st:

2nd:

3rd:

Ms. XXXX,

Your participation in our Scarecrow Contest Event has been greatly appreciated by the City of Lucas Parks and Open Space Board. Your participation has made this event a great success and fun for the entire community. A complete "yearbook" of each display is attached. Although the severe weather forced the cancelation of Founders Day event, the Parks and Open Space Board was able to complete their scoring of each scarecrow display. The judge's top three selections for each of the two categories are shown below:

Organization:

1st:

2nd:

3rd:

Individual:

1st:

2nd:

3rd:

Thank you again for participating and we look forward to seeing your scarecrow in 2016.



City of Lucas

Parks and Open Space Agenda Request

June 28, 2016

Requester: Development Services Director Joe Hilbourn

Agenda Item:

Discuss and give staff direction regarding updates to the Comprehensive Plan, Chapter 6 Parks and Open Space, including maps for trails and parks.

Background Information:

The Comprehensive Plan should be updated periodically to reflect changes in the community. The last update to the Comprehensive Plan was conducted in 2006. The City had its Comprehensive Plan kick off meeting that included the Planning and Zoning Commission, City Council and the Parks and Open Space Board on June 7, 2015 and the Planning and Zoning Commission has begun their review and update of components of the Comprehensive Plan. The items to be considered for update include Chapter 6 related to parks, trail maps, and park maps.

This is a technical review only, formatting will follow once the content is established and approved.

Attachments/Supporting Documentation:

1. Chapter 6 of the City's Comprehensive Plan.
2. Parks map
3. Trails map

Budget/Financial Impact:

NA

Recommendation:

N/A

Motion:

N/A



DRAFT 04/12/2016

CHAPTER 6

PARKS, RECREATION AND OPEN SPACE

INTRODUCTION

Comprehensive planning for Parks, Recreation and Open Space in City of Lucas is influenced by many factors such as population growth, demographics, existing parks and recreational facilities in Lucas and adjacent cities, funding, and environmental opportunities (i.e. proximity to lake). Since the previous 2004 Comprehensive Plan was prepared, many changes have taken place in and around the City of Lucas. Surrounding communities have developed extensive plans for recreational facilities, parks and open space in variety initiatives. Many of these developments are complete or planned to be completed as part of long range or master development plans. With this in mind, opportunities for utilizing these adjacent regional facilities are numerous, since residents of Lucas have easy access and may use these facilities.

By acknowledging the parks and recreational resources in surrounding communities, planning for the development of Parks, Recreation, and Open Spaces in City of Lucas can be evaluated with a fresh perspective. The many options available to residents in the region were considered in the planning for parks and open space in Lucas to ensure that the number and types of facilities are feasible in relation to other existing and planned options in surrounding areas. As an example, one of the community parks very close to the City of Lucas that can be used by residents of Lucas is Celebration Park located in City of Allen. Celebration Park is 104 acres in size and provides different recreational facilities including a 1.5 mile hike and bike trail, playgrounds, splash pad, baseball/softball and soccer fields, basketball and tennis courts, as well as fishing pond, covered pavilion and barbecue grills.

This Parks, Recreation, and Open Space plan for City of Lucas evaluates the existing parks and open space, considers possible opportunities for improvements, set goals and objectives, establishes standards for facilities.

COMMUNITY COMPOSITION

The City of Lucas contains a total land area of approximately 9,856 acres. Approximately 74 percent (about 7,285 acres) of the land within the existing City is developed, while the remaining acreage is vacant or being used for some agricultural related purpose. Lucas currently has six parks (153 acres) utilized as parkland and has no planned or designated open space system. In addition the City of Lucas is located immediately adjacent to Lake Lavon, which provides opportunities for water based recreational activities, trails and open spaces.

PREVIOUS PARKS AND OPEN SPACE STUDIES

The City of Lucas historically has had common visions for development of Parks & Open Space. Previous studies performed date back to 2001 when community planning involved City officials interacting with the citizens in the form of Town Hall meetings and questionnaires intended to gather preferences and opinions about parks and open space in the City. Preferences and opinions came from a sample of the population voicing a variety of choices. A 2001 study entitled "Lucas Parks and Open Space Master Plan" presented a detailed analysis of the park system, open spaces, possible programs and recreational opportunities available, and the detailed history of lands in the City. The study also painted an overall picture of the City's situation regarding these issues, described a strategy in which to develop a parks and open space master plan, and established goals and objectives outlining means to implement the proposed plan. Additional study was performed as a part of the 2004 City of Lucas Comprehensive plan which included an evaluation of the parks and recreational opportunities in the City and the current opportunities available and existing facilities available.

North Central Texas Council of Governments (NCTCOG) and Collin County have also prepared regional planning studies specifically addressing parks and trails plans for the greater Collin County area with the "2012 Regional Trails Master Plan" in which the City participated. This study was extensive and solicited input from every city within the

county in the planning effort and preparation of an organized approach for protection of lands and the development of regional trails that will integrate with other county planning efforts in North Texas.

In 2015, the City hosted several Town Hall meetings to provide forum to receive feedback from citizens and to address the parks, recreation, and open space needs. The town hall meetings, previous study, and ongoing changes to parks and recreation in the region will serve as a backdrop in describing the current opportunities as they exist today.

EXISTING PARKS AND OPEN SPACE

Over the years, the City of Lucas has developed parks and preserved open space in accordance with community planning efforts. Figure 6.1 illustrates the existing parks and trails in City of Lucas. The existing parks and open space are described and evaluated as follows.

BROCKDALE PARK

Brockdale Park was established in 2005 and is located at east edge of City of Lucas immediately next to Lake Lavon. Brockdale Park is 127 acres and has several amenities that have been developed. Figure 6.2 illustrates an aerial view of the Brockdale Park.

Brockdale Park embraces four main areas;

1. Recreational area
2. The Blackland Prairie Raptor Center
3. Trinity Trailhead at Brockdale Park
4. Boat ramp

The park provides a paved access road to these four areas. The recreational area is located at the north side of the park and is not open to the public except as groups. This recreational area includes the following facilities:

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- Fishing pond
- Pavilions
- Covered picnic areas
- Outdoor cooking provisions
- Parking
- Restroom facilities

Brockdale Park Trailhead serves as a starting point for riders at the entrance via Brockdale Park Road, where parking, and loading/unloading areas are located for horseback riders in the park. Volunteers from the Trinity Preservation Association maintain the Trinity Trail that pass through the park. The facilities existing at Brockdale Park Trailhead include the followings and illustrated in figures 6.3 and 6.4.

- Loading/unloading area
- Parking area
- Lighting
- Restroom facilities with ADA considerations
- One pavilion
- Two picnic tables
- One round pen
- Watering places and tie bars for horses

Brockdale Park also serves as a boat ramp for boating activities on Lake Lavon. The boat ramp is concrete with ample parking for trailers and vehicles. Entrance to the boat ramp area is via Brockdale Road, facilities available at this area include:

- Access road
- Boat ramp
- Parking area

Figure 6.5 illustrates the boat ramp and the existing parking area next to it. As can be seen both Brockdale Park Road and the parking area are not in structurally well conditions and require maintenance.

The Blackland Prairie Raptor Center

The Blackland Prairie Raptor Center is located in the middle section of the park. This center is a nonprofit, rehabilitation and conservation education organization. The mission of this organization is to preserve the environment through public education and conservation of birds of prey and wildlife in their natural habitat. The facilities existing at this center include the followings:

- Education mews
- Medium flight mews
- Native plant demonstration garden
- Prairie trails



FIGURE 6.2- BROCKDALE PARK, CITY OF LUCAS, TEXAS

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Pavilion



Picnic Tables



Restroom



Loading and Unloading Area

FIGURE 6.3- FACILITIES AVAILABLE AT BROCKDALE PARK TRAIL HEAD, CITY OF LUCAS, TEXAS



Information and Map for the Equestrian Trinity Trail



Round Pen



Watering Place for Horses



Hitching Post

FIGURE 6.4- FACILITIES AVAILABLE AT BROCKDALE PARK TRAIL HEAD, CITY OF LUCAS, TEXAS

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Parking Area



Boat Ramp



Access Road

FIGURE 6.5- BOAT RAMP AREA, BROCKDALE PARK, CITY OF LUCAS, TEXAS

KENNETH R. LEWIS PARK

Kenneth R. Lewis Park is located adjacent to FM 1378 (Southview Dr.), near the southern side of the City. The park is approximately 5 acres and offers baseball/softball field and soccer field. About two thirds of the park is open space and undeveloped for use with other activities. An aerial photo of Kenneth R. Lewis Park is illustrated in figure 6.6.

The facilities at this park include the followings and they are represented in figures 6.7 and 6.8.

- Baseball/softball field
- soccer field and four available goals
- Bleachers with seating
- Score Board
- Paved walking track
- Parking lot area with reserved areas for people with disabilities
- A covered pavilion
- Restrooms with ADA considerations
- Water Fountain
- Storage Rooms

As can be seen in figure 6.8, the soccer field area is not marked. Considering the available facilities at this park such as score board and seating, marking the soccer field will significantly improve the quality of the soccer field and it will increase its utilization opportunities.

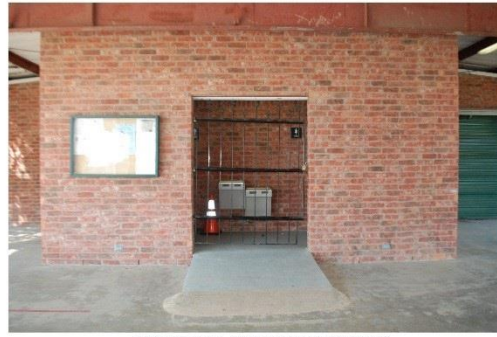


FIGURE 6.6- KENNETH R. LEWIS PARK, CITY OF LUCAS, TEXAS

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Pavilion



Restrooms and Water Fountain



Parking Area



ADA Reserved Parkings

FIGURE 6.7- FACILITIES AT KENETH R LEWIS PARK, CITY OF LUCAS, TEXAS



Baseball/Softball Field and Bleachers With Seating



Soccer Field



Bleachers With Seating



Score Board

Figure 6.8- FACILITIES AT KENETH R LEWIS PARK, CITY OF LUCAS, TEXAS

LUCAS COMMUNITY PARK AT CITY HALL

The Lucas Community Park at City Hall is directly adjacent to the southern side of City Hall Parking Lot. Figure 6.9 illustrates an aerial photography of Lucas Community Park and Lucas City Hall. The park is approximately 3 acres and offers a 5-foot wide concrete sidewalk that circulates the park and a pavilion for picnics and barbeques for the City residents of Lucas. The parking area provided for the City Hall can be also utilized for the community park.

Following are the facilities available at Lucas Community Park at City Hall.

- One Pavilion
- Multi-purpose playground
- 5-foot wide concrete sidewalk
- Restrooms with ADA consideration
- Water fountain
- Several seating benches
- Hitching posts
- Community Center

Figures 6.10 and 6.11 also illustrate different facilities available at this community park. In addition, adjacent to the Lucas Community Park is the Lucas Community Center. The center has a capacity of 80 persons, mini kitchenette, tables and chairs available to City residents with a conference room, chairs and conference table.

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FIGURE 6.9- LUCAS COMMUNITY PARK AT CITY HALL, CITY OF LUCAS TEXAS



Pavilion



Multi-use Playground



Concrete Sidewalk with Benches



Restrooms

FIGURE 6.10- FACILITIES AT LUCAS COMMUNITY PARK AT CITY HALL, CITY OF LUCAS, TEXAS

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Picnic Tables



Hitching Post



Community Center

FIGURE 6.11- FACILITIES AT LUCAS COMMUNITY PARK AT CITY HALL, CITY OF LUCAS, TEXAS

HIGHLAND PARK

Highland Park is located at Northeast edge of the city just off Snider Lane. This park is approximately 59 acres and has a minimal of services developed at the park. An aerial photography of Highland Park is presented in figure 6.12.

Highland Park Provides a boat ramp at the north end of the park for boating and fishing activities on Lake Lavon. The ramp is concrete with ample parking for trailers and vehicles. Entrance to the boat ramp area is via Highland Park Road. Available facilities at this park include the following.

- Parking area
- Boat ramp
- Restroom

Images of those facilities and some of the existing deficiencies at this park are presented in figure 6.13. As can be seen in this figure, the parking area and the access road are deteriorated, vegetated and they both require maintenance. The restroom is in very poor shape and it needs to be renovated. Moreover, most of the signs at the park has been shot and they need to be replaced.

As with Brockdale Park, the Trinity Trail passes through the Highland Park. There is a trailhead existing at this park that serves as a point for riders to unload and load their horses with an entrance area on Highland Park Road. The Trinity trail continues north past the limit of Highland Park to the north end of City of Lucas Limit near the North Texas Municipal Water District Treatment Plant as previously discussed. Available facilities at the trailhead existing in Highland Park include the followings.

- Loading/unloading area
- Restroom facility with ADA considerations
- One pavilion
- Watering place for horses

These facilities are represented in figure 6.14.



FIGURE 6.12- HIGHLAND PARK, CITY OF LUCAS, TEXAS

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Boat Ramp



Parking Area



Restroom



Access Road

FIGURE 6.13- FACILITIES AVAILABLE AT HIGHLAND PARK, CITY OF LUCAS, TEXAS



Loading/Unloading



Pavilion



Restroom



Watering Area for Horses

FIGURE 6.14- FACILITIES AVAILABLE AT TRINITYT TRAIL HEAD AT HIGHLAND PARK, CITY OF LUCAS, TEXAS

FOREST CREEK NEIGHBORHOOD PARK

Forest Creek Neighborhood Park is located at North of City of Lucas next to Orchard Gap Lane. The Forest Creek Neighborhood Park is a small 2 acre park with several playgrounds and a soccer field. Access to the park from Country Club Road is via Orchard Gap Lane off Norfolk Lane. Figure 6.15 illustrate an aerial photography of this park. Facilities available at this park include the followings and some of these facilities are shown in figure 6.16.

- Small parking area with reserved spot for people with disabilities
- Multi-use playgrounds
- Soccer Field
- Covered gazebo
- Picnic tables



FIGURE 6.15- FOREST CREEK NEIGHBORHOOD PARK, CITY OF LUCAS, TEXAS

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Multi-use Playgrounds



Picnic Tables and Gazebo



Soccer Field



Parking Area

FIGURE 6.16- FACILITIES AVAILABLE AT FOREST CREEK PARK, CITY OF LUCAS, TEXAS

STONE GATE PARK

Stone Gate Park is a private park located on north side of the city in the Stone Gate Neighborhood and is only accessible to residents of that neighborhood. This park is a very small neighborhood park occupying less than 1 acre next to one of the tributaries of White Rock Creek. An aerial photograph of this park is presented in figure 6.17. This park offers a multiuse playground, a small gazebo, picnic tables and a 2-foot wide concrete sidewalk that passes through the park. The sidewalk connects to a concrete trail that continues alongside the tributary of the White Rock Creek. This trail has been closed as it has collapsed in some sections due to inadequate design and lack of maintenance.

Facilities available at this park includes the followings and they are represented in figure 6.18.

- Picnic tables
- A small gazebo
- Multiuse playground
- A 2-feet concrete sidewalk



FIGURE 6.17- STONE GATE PARK, CITY OF LUCAS, TEXAS

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Gazebo



Concrete Sidewalk



Multiuse Playground



Picnic Tables

FIGURE 6.18- FACILITIES AVAILABLE AT THE STONEGATE PARK, CITY OF LUCAS, TEXAS

As can be seen in figure 6.18, the playground and the gazebo were under construction by the time the visit to the park took place.

OPEN SPACES AND NATURAL FEATURES

Open space represents the natural and agricultural through fields, pastures, prairies and woodlands. Open space in Lucas is predominantly privately owned except for the Lake Lavon Frontage. Public and private objectives may differ in regard to preservation of open spaces. The City's desire to preserve open spaces will depend on achieving common goals with private land owners and the public. The goal of maintaining open space should be continued with continued interaction between the City and land owners to determine common means to achieve these goals.

Other open spaces in Lucas are in the form of:

- Lake Lavon existing flood plain areas;
- Creeks and waterways;
- Existing sidewalks;
- Certain other vacant lands and rights-of-way;

All these open spaces can potentially allow for trails and trail connections.

The most important natural feature in Lucas is Lake Lavon and its tributary creeks. Constructed in 1954, the lake is owned and controlled by the U.S. Army Corp of Engineers. There are twenty areas along the lake designated for park use, including Highland Park and Brockdale Park which reside in Lucas. These parks provide water-based recreational opportunities that would otherwise not generally be available in the county. The City should continue to work with the US Army Corps of Engineers to maximize this resource for the citizens of the region.

TRAILS AND ACCESS EASEMENTS

Currently Trinity Trail along Lake Lavon is the only trail in-use that exists in City of Lucas. The Trinity Trail is situated along Lake Lavon with scenic views of the lake and surrounding landscape. The trail extends to the southeastern City limit of Lucas, and north to a limit shared with North Texas Municipal Water District and the City limit boundary. This unpaved trail is 25.5 miles long and placed on the US Army Corps of

Engineers land along the Lake Lavon from East Fork Trail Head in Wylie in the South to the Giant Sycamore Loop to the North. Approximately 11 miles of the Trinity Trail passes through the City of Lucas. This trail enters City of Lucas in the south from Collin Park in St. Paul, and stretches north along the edge of the lake passing through Brockdale Park and Highland Park. This trail is only open to horseback riders and hikers, and the trail is maintained and operated by a group of volunteers named Trinity Trail Preservation Association (TTPA).

Moreover, the City owns couple of access easements in south part of the City which can be used for future trails in Lucas. In addition, the power transmission line property located in southern Lucas can be potentially utilized for future trails. The transmission line property can provide excellent connectivity between the Trinity Trail and existing access easements. The Trinity Trail, trail/access easements, and power transmission line are illustrated in figure 6.1.

Historical and Cultural Features

Several historic landmarks exist in or near the City of Lucas. Some of these landmarks include:

- Fitzhugh Cemetery
- Forest Grove Christian Church
- McKinney Cemetery
- The First Christian Church
- Fitzhugh Mill, Well & Spring Site
- The Tonkawa Indian Campground
- The Strain's Store and home
- The Morrow Store and Home
- The First Baptist Church and Demonstration Club
- Lovejoy School

- Christian Family Barn
- Winningkoff Historical Marker
- Bait Sandwich Shop

While these are currently the only sites that bear historical markers, several other sites exist within the community. Historical landmarks in the city include those listed above and the First Christian Church. Preservation of the structures will be important to maintain a connection to the City's past. The City should continue to undertake the effort to maintain and recognize these historical features as part of the Parks, Recreation, and Open Space in the City of Lucas.

PLANNING PROCESS

The current local planning effort started with Town Hall Meetings with City staff, park board members and residents. Meetings held were intended to allow City residents to express their opinions, desires and preferences on development and use of parks and open space in the City. This method of assessing needs and desires for parks and open space came directly from residents' perspectives.

As discussed previously, development of current parks, recreation and open space programs in surrounding and adjacent cities has increased the opportunities for many residents of those cities as well as residents of Lucas. In past planning processes, parks and open space development included recreational activities related to team and individual sports. However, based on information and opinions received from the citizens, limited support for expansion for team or individual sports was expressed by citizens during the Town Hall Meetings and Park Board Meetings.

However, the public expressed a strong desire for a trail system connected to the existing Trinity Trail and other trails. City planning should consider alternatives such as hiking, biking and horseback riding which may prove to be sensible choices that can integrate with other trail planning such as the Collin County Regional Trails Master Plan. Planners have prepared a conceptualized trail map (Figure 6.20) to illustrate how these activities can be accessed and used by City residents, and as expressed in town

hall meetings held in 2016. Trails established are intended for use as hiking, biking and horseback riding. The complete development of designated trails for use as described are likely to require additional physical controls such as gates and crossing culverts, property acquisition, right of way use and capital expenditures.

POSSIBLE OPPORTUNITIES

Lucas community has a fortunate opportunity to enhance their parks and open space system as well as developing a trail network that will greatly enhance the quality of life for existing and future citizens. Considering the relative geographic distribution of parks, open spaces and natural features, and historical and cultural features, in addition to the opportunity for a cost effective system of accessible parks, open space, and trails, possible features which can be used are:

- Existing road rights-of-ways;
- Undeveloped road rights-of-ways;
- Existing flood plains;
- Undeveloped creek and drainage areas;
- Existing park sites;
- Vacant land adjoining parks, commercial areas, and schools;
- Existing school sites;
- Certain other vacant lands and right-of-way, allowing for trail connections and new park development.

Considering possible features that can be utilized for future parks, open space, and trails, alternatives are shown on the “Parks and Open space”, and the “Trails Alternatives” maps, figure 6.19 and figure 6.20.

Access to trails and the infrastructure needed to develop them should be evaluated thoroughly by the City. The trails presented in figure 6.20 are conceptual and for planning purposes only. Each alignment may have advantages regarding cost and

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accessibility by residents and may serve different purposes, such as biking, hiking and horseback riding.

North Texas Municipal Water District (NTMWD) Property

The North Texas Municipal Water District (NTMWD) owns a property of almost 232 acres in north area of Lucas just off the E Winningkoff Road, shown on figure 6.21. Preserving the land use of this parcel of land may prove vital in protecting open space and to maintain the use of this land favorable to the overall plan in the City for Parks, Recreation and Open Space.

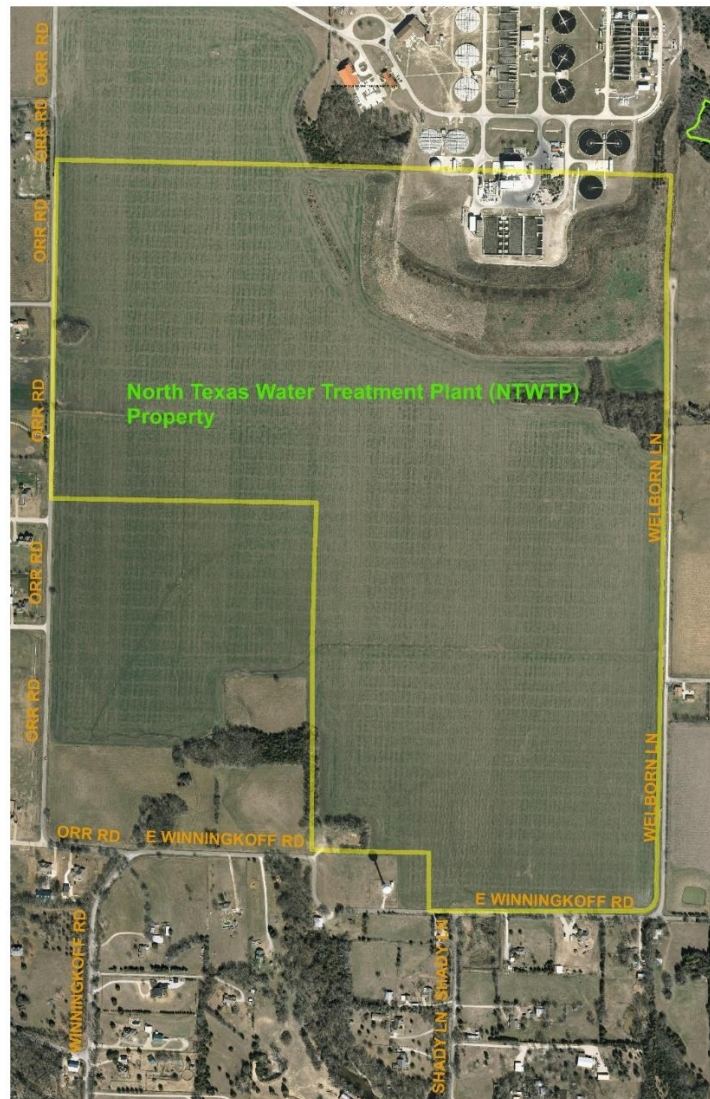


FIGURE 6.21- NORTH TEXAS WATER TREATMENT PLANT (NTMWP) PROPERTY

GOALS AND OBJECTIVES

The City has continued to work toward achieving the goals and objectives established with previous comprehensive and community planning. By setting the goals and objectives, some results are evident and progress has been made. Recognizing the current achievements and a changed environment and surroundings, a revised set of goals have been outlined that share common themes that resonate with Collin County Open Space Strategic Plan:

GOAL 1. Preserve natural environment and native ecosystems.

Objectives:

- Conserve and protect ecologically sensitive and naturally beautiful areas, e.g. flood plains along creeks, high points with scenic views toward Lavon Lake, etc.
- Establish and/or enhance green space and natural areas along flood plains, and promote public access to green belt areas with trail systems, e.g. equestrian/hiking trails, etc.
- Respect areas with steep slopes and/or scenic views, e.g. knolls and high points, etc.
- Encourage and promote water conservation through the use of native plant materials, xeriscape techniques, and other methods.
- Maintain high standards for groundwater quality due to the proximity of Lake Lavon.
- Maintain high standards for air quality.
- Encourage development types, which minimize impacts upon the community's natural resources and visual appeal.

GOAL 2. Provide a comprehensive Trail System Plan to include green belt and open space that is compatible with the environment and compatible with residential neighborhoods.

Objectives:

- Continue to revise and adopt comprehensive Parks and Open Space Plan that meets current preferences and reflection of changing environment in the region in 2016.
- Promote trail connections, and ensure greenbelt and open space dedication during the development review process.
- Create pedestrian, equestrian and bicycle linkages (connections) between residential neighborhoods, linear greenbelts, schools, public administrative facilities, and other activity centers, whenever physically and financially possible.
- Continue to adopt and finalize a detailed plan for necessary open space/trail easements to connect existing and future parks, schools, and neighborhoods into an integrated, low maintenance park and recreation system.
- Formulate and adopt policies and ordinances that protect the acquired/donated park land and open space easements.
- Utilize trails, wherever possible, to locally and regionally connect schools, parks and residential areas.
- Encourage the provision of pedestrian, equestrian, and/or bicycle pathways within large private developments.
- Design a parks and open space system that is interconnected and multifunctional, which protects important natural, cultural and visual resources while providing appropriate opportunities for recreation.
- Integrate locally planned trails with the "Collin County Regional Master Trail Plan".
- Coordinate planning efforts with those of adjacent cities.

GOAL 3. Develop and maintain the new Lucas parks and open space system.

Objectives:

- Determine actual maintenance cost currently needed to maintain existing parks.
- Undertake the necessary effort to determine maintenance costs and capital investment costs associated with acquiring and/or developing new parks and open space.
- Allocate sufficient funding to maintain existing and future parks and open space before new parks and open space are acquired and/or developed
- Formulate and adopt policies and ordinances that protect existing park facilities.
- Revise plans on a regular basis.
- Use training provided by other agencies to build the City's expertise.
- Explore cost sharing options such as Federal, TxDOT grants, or “Keep Lucas Beautiful” for fund raising.

LOCAL PRIORITY NEEDS

In order to most effectively address the forgoing goals and objectives, the following local priority needs should be addressed in the order listed:

1. Determine actual costs associated with maintaining existing parks and open space system.
2. Plan, fund and construct low maintenance multi-use trail system.
3. Formulate a method for obtaining trail/open space easements/use agreements. Also, formulate and adopt policies and ordinances to protect the donations/acquisitions as necessary.

4. Determine accurate costs associated with maintaining future parks and open space before acquiring/developing.

In addressing the foregoing local priority needs, the plan and recommendations sections below have been formulated and should be considered in relationship to the above Goals and Objectives section.

PLAN AND RECOMMENDATIONS

The purpose of the plan and recommendations is to provide community direction in a constantly changing environment. Under existing and currently projected conditions and circumstances, the City of Lucas parks, open space and recreational needs will be well satisfied if the community will work together in organizing, programming, promoting, operating and maintaining the existing and proposed facilities. The costs of private and public time and money will be well spent if the plan recommendations are followed and updated on a regular basis. Few things have so positive an effect on the quality of life in a community as a well-executed plan for a community's parks, open space and recreational facilities.

Acceptance of these plan recommendations does not mean that every proposed facility will be built. Rather it means that there is an overall vision, which will guide the larger, long-range picture of the City's future. These recommendations should be helpful to future decision-making as each plan component is gradually considered for implementation or revision.

Basic principles for the successful development of parks and recreational facilities exist as a guide in communities of all sizes and types. These guidelines provide specific information to community leaders who understand their community's goals, but who need additional guidance throughout the planning process. While useful, such arbitrary standards must be considered as they relate to the specific needs and characteristics of the community in which they are applied. As such, modifications will be needed to reflect the unique character of the Lucas community.

- Equestrian, hike, and bike trails, greenbelts, parkways or paths should be provided to connect large recreational areas, providing access, scenic views and recreational opportunities.
- In most cases, active recreational areas should be separated according to the user's ages, primarily to protect younger children from injury. Some areas should be designated for use by all ages so entire families can enjoy them.
- Recreational areas should be accessible by the age group they are designed to serve. For example, neighborhood playgrounds usually serve an area with a radius of one-half mile, which is a reasonable distance for a child to walk. Care should be taken to ensure that safe pedestrian routes provide access to these facilities. Larger facilities that are designed to serve all members of a family can be accessible by automobiles, thus serving users up to five miles away.
- Combined municipal and school recreational facilities should be used to serve the community and prevent the construction of redundant facilities. If possible, school recreational areas should include parking, drinking fountains and restrooms and should remain open on weekends and during the summer months.

FACILITY STANDARDS

When specific implementation measures are being planned, specific design criteria should be developed and considered prior to beginning construction drawings or purchasing equipment.

Trails

When designing future trails, the following criteria should generally be followed:

Trail Width: 14 feet preferred; 10 feet minimum.

Trail Material: Asphalt, concrete, gravel, decomposed granite or earth depending on

function.

Material selection for trails is highly affected by the type and use of the trail. Asphalt and concrete as bonded material are friendlier to pedestrians and bikers. However loose material such as gravel or decomposed granite or earth are friendlier to horses. In addition cost of these material affects their selection, usually bonded material will initially cost more than loose material but in future bonded material require lower maintenance.

Node locations: Shady, convenient areas at destinations or points of frequent trail access/egress.

Node Amenities: Lighting, drinking fountain, seating or benches, way finding or signage, seasonal plantings, change in paving pattern, and incorporation of existing trees for shade.

Street ROW Portions: Where possible, soften edges with tree and shrub plantings; provide an 8-foot sidewalk.

Street Crossings: Stripe and sign for pedestrian crossing; provide handicap ramping in compliance with ADA requirements.

Trail Drainage: Provide drains at low areas; slope to avoid puddling; provide culverts or design to accommodate areas of sheet flow where crossing drainage flow.

Interpretation: Provide markers at natural features of interest.

Playgrounds

The selection-of-play equipment for future playground areas and for playground upgrades should generally follow the guidelines described below:

Site Safety: All playground equipment should be located in a manner that observes the recommended use zones and fall zones, and should have the appropriate depth of resilient safety surfacing placed around and under the equipment. The surfacing material should not prevent reasonable access by persons with physical disabilities.

Access and Egress: Each play item should be accessible to the intended user and not overtax their developmental ability. Multi-component structures should provide for a variety of graduated skill levels for user access and egress. Handicapped access and use should be considered and evaluated for each play area.

Swings: Swings should only be placed in the play environment if they can be located out of the general path of safety. Where space permits, there should be a minimum of six swing positions provided for each playground area. A minimum of one swing position should be accessible to persons with physical disabilities. Swing top rail height should not exceed ten feet.

Slides: A variety of sliding experiences should be provided as either freestanding units or part of a multi-component play structure. Freestanding slides should not be higher than six feet. Sliding poles are not recommended for children under the age of five. At least one sliding device should be accessible to persons with physical disabilities.

Climbers: A range of climbing opportunities should be made available that provide a variety of challenge levels. The climbing component's material, size, and direction of climb should vary. Climbers may also be used to promote socialization. A structure such as a geo-dome allows several children to use it in different manners at the same time. Climbers offering opportunities for children to move their bodies in, out and through spaces are recommended. An accessible climber should be provided.

Balance and Movement: At least one type of balance activity should be provided in each play area. Balance equipment includes balance beams, net climbers, suspension bridges, chain walks, tunnels and spring platforms.

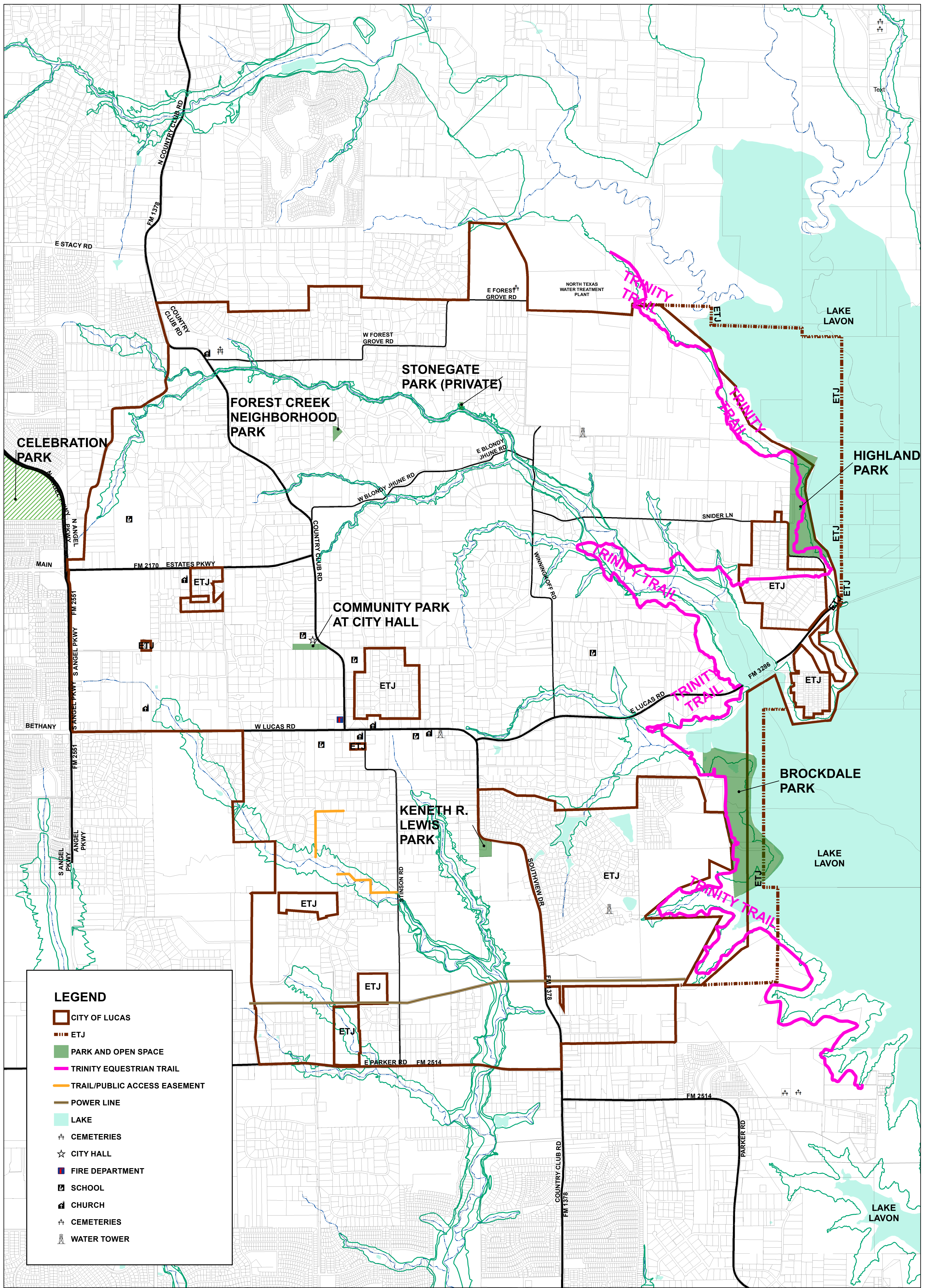
Upper Body Development: At least one apparatus that increases upper body strength and coordination should be provided for each playground. Accessible apparatus should be provided. The apparatus may be freestanding or part of a multi-component play structure. Design for the open space/trail system should consider the following general guidelines.

Open Space Width: Average of 50 feet with larger widths as needed and available at nodes.

Greenbelts

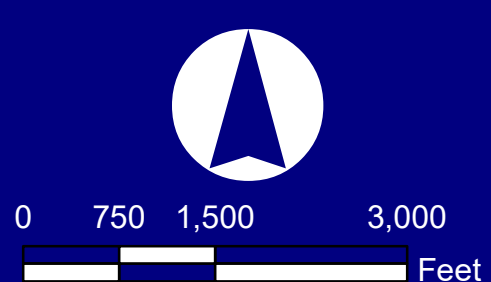
Green Belts are often created in communities to serve as scenic areas and protective buffers. They are open spaces composed of parcels of land that are adjacent to streams, homes, roads, lakes, parks, or neighborhoods. Signs and buildings are generally discouraged within these areas, but farming, grazing and recreational uses are allowed, as are rights-of-way to private property. Often Green Belts are established to protect flood plains and reduce water pollution along streams and natural drainage ways. Picnic and recreational areas that are allowed to remain in their natural state may be used during warm weather when there is little danger of flooding, though insect infestation may limit their use for this purpose.

As mentioned in the Goals and Objectives section, NO parks and open space acquisition and/or development should occur before associated long-term maintenance costs are accounted for. Agreements should be sought with the various entities involved (the County, local school system, civic groups, organized sports groups, etc.) to ensure the extended usefulness and safety of the new park facilities.

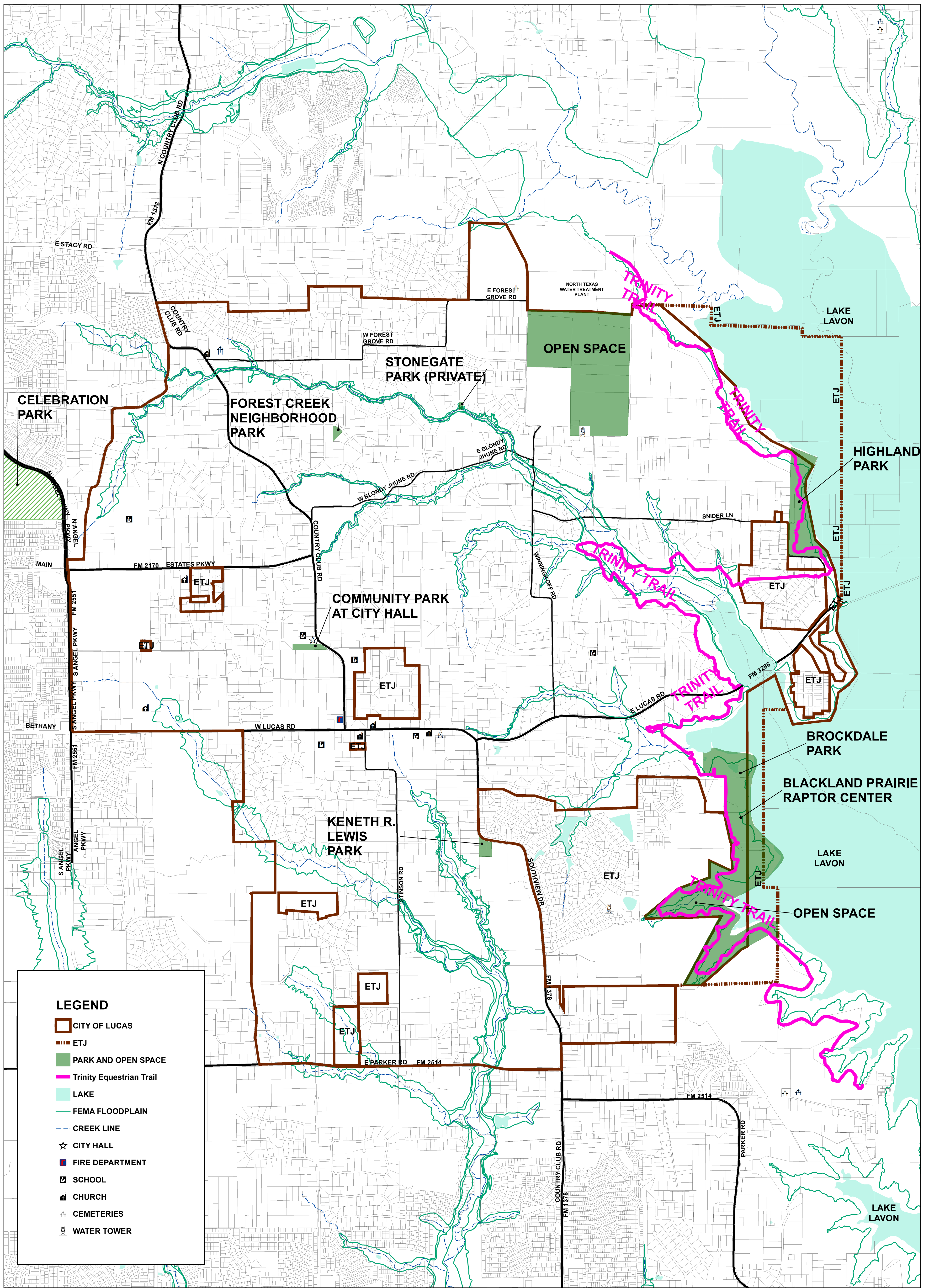


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FIGURE 6.1
PARKS AND OPEN SPACE
CIT OF LUCAS, TEXAS

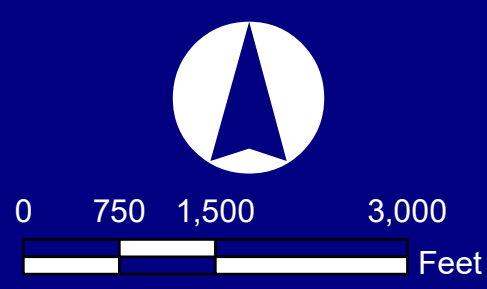


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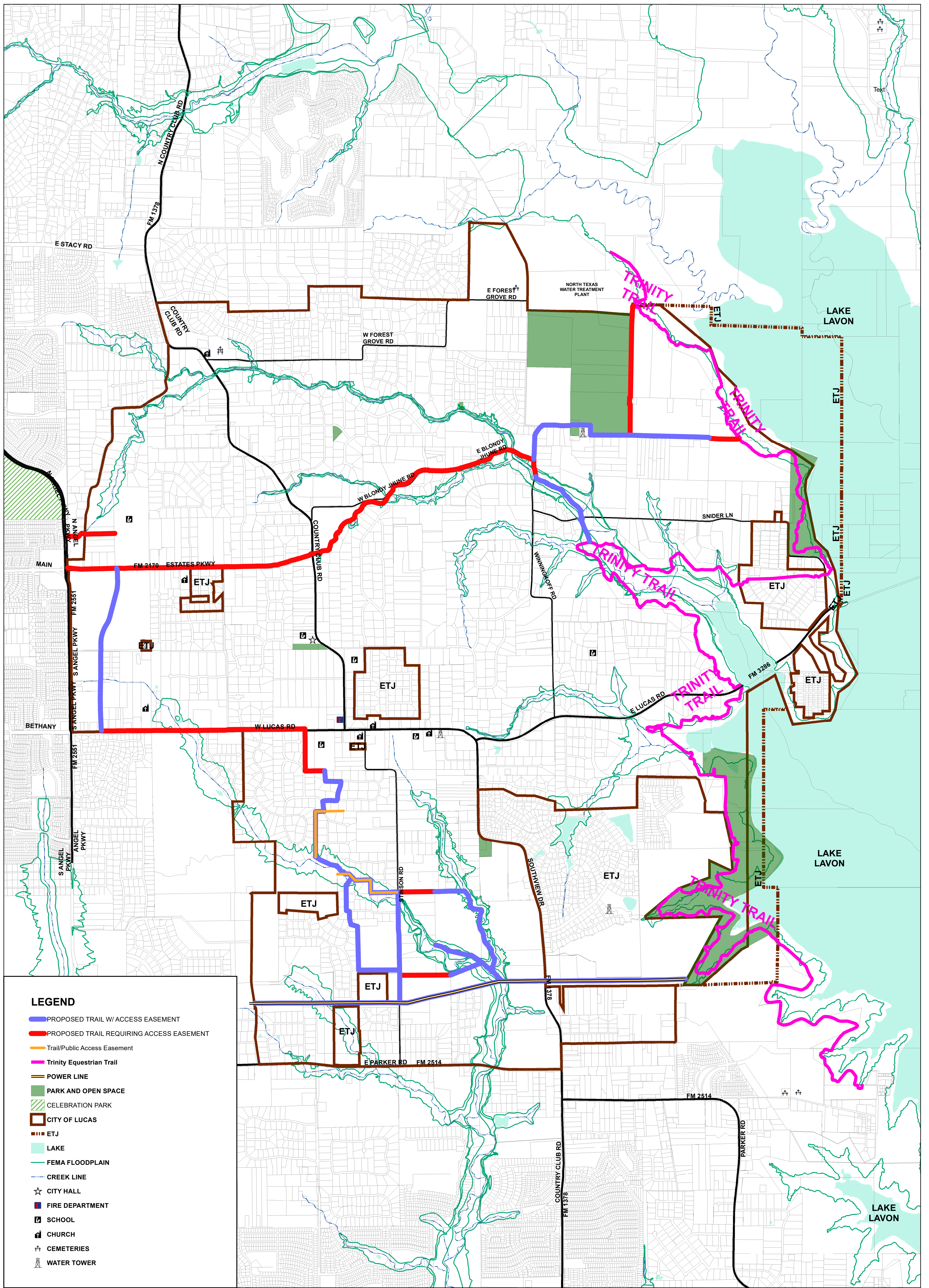


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**FIGURE 6.19
FUTURE PARKS
AND OPEN SPACE
CITY OF LUCAS, TEXAS**

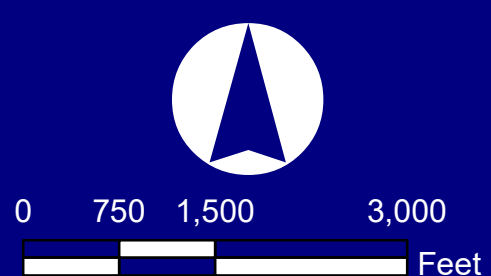


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**FIGURE 6.20
TRAILS ALTERNATIVES
CIT OF LUCAS, TEXAS**



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City of Lucas

Parks and Open Space Board Request

June 28, 2016

Requester: Development Services Director Joe Hilbourn

Agenda Item:

Discuss upcoming 2016 Founders Day activities.

Background Information:

In preparation for the upcoming 2016 Founders Day event scheduled for October 22, 2016, a draft activities list and assignment has been prepared as well as a tentative stage event listing outlining entertainment for the day.

Staff would like the Parks Board to review the Activity List clarifying the participation of each Parks Board member and the roll they would like to serve.

Attachments/Supporting Documentation:

1. Activity List and assignment
2. Draft Stage/Activities schedule

Budget/Financial Impact:

NA

Recommendation:

NA

Motion:

NA

Founders Day Activity List

Activity	Chairperson	# of Volunteers Needed	Volunteers Obtained	Judges Needed	Awards Needed	Notes
Booths	Joni Clarke	0				
Bounce Houses (3 total)	Donna Bradshaw	9				2 hour shifts/ 1 volunteer each 11:30-1:30; 1:30-3:30; 3:30 - 5:30
Crow Game	Donna Bradshaw	2				
Characters in Costume	Donna Bradshaw	1				
Chili Cook-off	Councilmember Steve Duke/Bill Esposito	0				
Cooks (Cornerstone Church)		0				
Popcorn/Cotton Candy/Frozen Drink Machines	Donna Bradshaw	6				2 volunteers for each item; 2 hour shifts each 11:30-1:30; 1:30-3:30; 3:30-5:30
Costume Contest	MC- Rebecca Mark(tentative) Cathey Bonzcar	0		1		\$10 gift cards; Age Range: 0-4; 5-8; 9-12
Dunking Booth (12-2 pm)	Stanton Foerster	6				30 min. shifts/PW person to fill water
Entertainment for Stage	Stacy Henderson	0				
Face Painting	Donna Bradshaw	0				
Fire Department Activities	Chief and Ted	0				
Founders Day/Community Center	Debbie Fisher	0				
Logistics/Booth setup	Joe Hilbourn	0				
MC for Stage	Ken Patterson	0				
NTMWD Booth		0				
Parade	David Rhoads/Donna	0		3	Yes	Ribbons
Parking Controls	Joe Hilbourn and staff	0		No	No	
Petting Zoo/Pony Ridges	Donna Bradshaw	0				
Photographer	Linezka Maduro	0				
Scarecrow Contest	Parks Board/Ken and Amber	0				
Stick Horse Rodeo	Mayor Pro Tem Peele	6				Start at 1:30 - Councilmember Steve Duke to MC
Trick or Treat Trail	Joe Hilbourn	0		0	0	
Welcome Booth/Volunteer Check In/ Keep Lucas Beautiful/Raffle Tickets	Chris Vanhorn; Amber Patteson; Valerie Turnbow; Brenda Rizos; City Staff member	4				
Grand Total		34				

Stage Events

Time	Event
12 Noon	National Anthem
12:05 – 12:30	Andy Peele & Company
12:30 – 1:00	Piper Byers
1:00 – 1:30	Sunni & Buddy Band
1:30 – 2:00	Paris & Arden from the Creekwood Methodist Church Youth Band
2:00 – 2:30	Lovejoy Elementary School 3 rd -4 th grade Choir
2:30 – 2:45	Chili Cook-off Winners Announced
2:45 – 3:15	Service Tree Awards Announced
3:15 – 4:10	Costume Contest
4:10 – 4:15	Raffle Ticket Winners/Scarecrow Contest Winners/Parade Winners

Activities

Time	Event	Location
12 Noon	Parade Begins	Hart Elementary
12 – 2	Chili Cookoff Taste Testing	Booth Area
12 – 4	Face Painting/Balloon Maker	Booth Lane
12 – 4	Raffle Ticket Sales	Welcome Booth
12 – 4	Costume Characters	Throughout Park
12 – 5	Craft Booths	Booth Area
12 – 5	Bounce Houses – Conk the Crow Game	Park Area
12:30	Lunch Begins	Pavilion
12:30 – 2:30	Dunk Booth	Park Area
1:00 – 3:00	Fire Hose Demonstration	Park Area
1:00 – 5:00	Historical Display	Community Center
1:30 – 3:00	Stick Horse Rodeo	Park Area
4:15 – 5:00	Trick or Treat Trail	Booth Area