



Parks and Open Space Board Meeting
June 28, 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 Brenda Rizos
Member Valerie Turnbow
Alternate Member Bill Esposito
Alternate Member Amber Patteson

Staff Present:

City Manager Joni Clarke
Development Services Director Joe Hilbourn
City Secretary Stacy Henderson

City Council Liaison:

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 24, 2016 Parks and Open Space Board regular meeting and the June 1, 2016 Parks and Open Space Board workshop meeting.**

MOTION: *A motion was made by Ms. Turnbow, seconded by Mr. Patterson to approve 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. The motion passed unanimously by a 5 to 0 vote.*

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

Development Services Director Joe Hilbourn gave a presentation discussing the requirements of the grant application, including the maximum amount of \$200,000 that could be requested and that grants awarded were an 80/20 match. Grant applications could be requested for new trails, existing trail improvements or to acquire trail corridors. Mr. Hilbourn noted that it would be advantageous for the Collin County Parks Board to participate in the project as well.

Ms. Rizos gave a recap of the survey that was taken of the trail area with Development Services Director Joe Hilbourn, Chairman Rhoads and Vice Chairman Vanhorn on June 1, 2016.

The Parks Board discussed design standards associated with the grant and the criteria for selecting projects. The Board discussed the need for an additional trailhead, amenities at the trailhead such as bathroom facilities, and the need to have the property surveyed and placing stake markers in the trail area.

The Parks Board noted that Phase 1 should consist of having the trail area surveyed and markers placed identifying the trail as following areas:

- Begin at Willow Springs School
- South to Rockland Farms Phase 2
- South to Belmont Park subdivision
- South to Bristol Park subdivision
- South to Stinson Highlands
- East to Stinson Crossing

The Parks Board members agreed to work on the following areas:

- Trailheads – Bill Esposito and Brenda Rizos
- Trail markers – Chairman Rhoads and Ken Patterson
- Labor and Equipment – Vice Chairman Vanhorn
- Water crossing/materials needed for flood zone areas; mountain biking needs assessment – Valerie Turnbow and Amber Patteson

3. Discuss Keep Lucas Beautiful possible programs and projects.

Ms. Turnbow stated that she would like to propose some workshops related to Keep Lucas Beautiful to help promote possible programs and projects. Ms. Turnbow also suggested reaching out to schools to educate the community about the proposed trail project and promote community involvement.

The Board discussed promoting items at Founders Day.

Councilmember Baney suggested that Ms. Turnbow create an outline of potential workshops, project goals and how those goals would be completed and submit to the Parks Board for discussion at their next meeting.

The Parks Board discussed having an article in the Lucas Leader newsletter each month outlining upcoming projects and updated news.

4. **Discuss procedures and website details for the 2016 Scarecrow Contest.**

City Secretary Stacy Henderson gave a presentation discussing current procedures in place for the scarecrow contest.

The Parks Board requested that the theme "scare and crow" be removed from the judges criteria and were in favor of using the current procedures in place.

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 discussed with the Board the goals and details of the Comprehensive Plan and how the plan is to be used as a guide for future needs and growth of the city.

The Parks Board had no changes recommended to Chapter 6.

6. **Discuss upcoming 2016 Founders Day activities.**

Development Services Director Joe Hilbourn reviewed activities and proposed assignments with the Parks Board for the Founders Day event to be held on October 22, 2016. Assignments were as follows:

Parade Coordination – Chairman Rhoads

Keep Lucas Beautiful Booth/Welcome Booth/Raffle Tickets – Vice Chairman Vanhorn, Valerie Turnbow and Amber Patteson

Bill Esposito – Chili Cook-off

MC for Stage – Ken Patterson

Scarecrow Contest – Ken Patterson and Amber Patteson

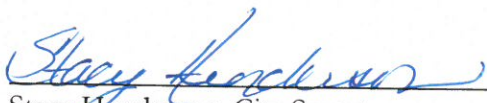
7. **Adjournment.**

MOTION: A motion was made by Ms. Rizos, seconded by Vice Chairman Vanhorn to adjourn the meeting at 8:22 pm. The motion passed unanimously.



David Rhoads, Chairman

ATTEST:



Stacy Henderson, City Secretary

