



Agenda

Lucas Parks and Open Space Board Meeting

March 3, 2015

7:00 PM

City Hall - 665 Country Club Road – Lucas, Texas – 75002-7651

Notice is hereby given that a City of Lucas Parks & Open Space Board Meeting will be held on Tuesday, March 3, 2015 at 7:00 pm at the Lucas City Hall, 665 Country Club Road, Lucas, Texas, 75002-7651 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. Administer Oaths of Office and Statement of Officers to newly appointed Alternate Member, Amber Patteson filling an unexpired term ending October 31, 2015. [City Secretary, Stacy Henderson]
2. Consider approval of the minutes from the February 18, 2015 Parks and Open Space Board Workshop meeting. [City Secretary, Stacy Henderson]
3. Discuss and consider a request made by Phil Esposito for the City to sponsor a Scare Crow Contest during Founders Day. [Development Services Director, Joe Hillbourn]
4. Consider a comprehensive policy regulating the use/rental of park facilities including the Kenneth R Lewis Park fields and pavilion and the Lucas Community Park Pavilion and community center, the establishment of fees associated with the use of these facilities and addressing commercial uses and hours of operation. [Development Services Director, Joe Hillbourn]

5. Consider approval of the Community Windshield survey completed by the Parks & Open Space board members and provide direction on completing step six of the Monthly Provisional Affiliate Checklist for the Keep Lucas Beautiful program.
6. Discuss and consider a proposed Cricket League to be included as part of the park programs.
7. Discuss and consider moving the Parks and Open Space Board meetings to the fourth Tuesday of each month.
8. 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 Friday, February 27, 2015.

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 972-727-8999 or by email at shenderson@lucastexas.us at least 48 hours prior to the meeting.

LUCAS PARKS AND OPEN SPACE BOARD

Regular Meeting Date: March 3, 2015

AGENDA ITEM:

Call to Order

Roll Call

Present

Absent

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

Determination of Quorum

Informational Purposes

City Manager Joni Clarke
City Secretary, Stacy Henderson
PWD Stanton Foerster
Development Service Director Joe Hilbourn
Councilmember Steve Duke



City of Lucas
Parks & Open Space Agenda Request
Meeting Date: March 3, 2015

Name & Title of Requestor: City Secretary Stacy Henderson

Agenda Item:

Administer Oaths of Office and Statement of Officers to a newly appointed Alternate Member, Amber Patteson filling and unexpired term ending October 31, 2015.

Background Information:

At the February 19, 2015 City Council meeting, Kenneth Patterson was appointed as a full voting member. Ms. Patteson was appointed to fill the remainder of Mr. Patterson's term ending October 31, 2015.

Attachments/Supporting Documentation:

NA

Budget/Financial Impact:

NA

Recommendation:

NA



City of Lucas
Parks & Open Space Agenda Request
Meeting Date: March 3, 2015

Name & Title: City Secretary Stacy Henderson

Agenda Item:

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

Background Information:

Attachments/Supporting Documentation:

1. February 18, 2015 Parks and Open Space Board Workshop Meeting Minutes.

Budget/Financial Impact:

N/A

Recommendation:

Motion:

I make a Motion that we approve the minutes from the February 18, 2015 Parks & Open Space Board Workshop meeting as presented.



Parks and Open Space Board
Workshop Meeting
February 18, 2015,
11:30 am - 2:30 pm
City Hall – 665 Country Club Road
Minutes

Call to Order

Chairman Rhoads called the meeting to order at 11:45a.m.

Present:

Chairman, David Rhoads
Vice Chairman, Christopher Vanhorn
Valerie Turnbow
Alternate, Kenneth Patterson

Absent:

Lisa O'Leary
Brenda Rizos
Alternate, Jerry Straka

Staff:

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

Chairman Rhoads determined that a Quorum was present.

Regular Agenda

1. **Discuss the completion of step five in the Provisional Affiliate Checklist "Facts about the Community" for Keep Lucas Beautiful and completion of the following forms that are in the Appendix of Chapter 6 – Getting the Facts which include:**
 - a. **Community Improvement Checklist**
 - b. **Community Windshield Survey**
 - c. **Community Before and After Evaluation**
 - d. **Community Evaluation Report**
 - e. **Community Ordinance and Education Survey**
 - f. **Litter Attitudes Survey**

Each member discussed the findings of their designated area they were assigned as part of the Windshield Survey. The Windshield Survey related to surveying the City for trash and debris. Findings included areas that were adequately maintained as well as areas that needed improvement. Pictures of various areas were also shown.

The Board members discussed various ways to keep trash from building up in residential areas and how property maintenance issues could be addressed. The Board also discussed educating homeowners and contractors about containing trash especially associated with residential development.

Member Turnbow discussed partnering with various businesses, local developers, and real estate developers to sponsor clean up initiatives, signage improvements and Keep Lucas Beautiful initiatives.

City Manager, Joni Clarke polled the Board on the remaining surveys for completion:

- Needs Assessment Checklist
- Community Windshield Survey
- Litter Attitudes Survey
- Community Improvement Checklist

City Manager Clarke suggested to the Board that they move to Agenda item No. 3 in order to complete the financial portion of the Community Improvement Checklist.

3. Discuss the fiscal year budget 2014/2015 budget for parks, proposed adjustments for mid-year budget review, process for 2015/2016 budget and fundraising and sponsorships.

City Manager, Clarke discussed with the Board their budget, upcoming events and programs such as Keep Lucas Beautiful; Founders Day; Christmas decor; lighting ceremony, and Arbor Day. City Manager Clarke also discussed funds available for potential projects.

City Manager Clarke also reminded the Board that in no way can the Board conduct any fundraising on behalf of the City. The Board discussed a membership drive for Keep Lucas Beautiful.

At this time, the Board finished the Ordinance portion of the survey.

2. Discuss and review City of Lucas Code of Ordinances, Chapter 1, General Provision, Article 1.09 Parks and Recreation.

City Manager Clarke announced that a new ordinance was in place for the Parks and Open Space Board outlining their responsibilities. The Board reviewed the ordinance and had no changes.

4. Discuss prospective calendar of events and potential projects for the Park and Open Space Board/Keep Lucas Beautiful.

The Board discussed community involvement in April for Earth Day and getting information out via the marquee board at City Hall as well as letters to local schools. The date of Saturday, April 25, 2015 was set aside as a potential date for Earth Day.

The Board asked that this item be added to the next agenda for further discussion.

5. Adjournment.

MOTION: A motion was made by Chairman Rhoads, seconded by Member Turnbow to adjourn the meeting at 2:30pm. The motion passed unanimously with a Vote of 4-0.

David Rhoads, Chairman

ATTEST:

Stacy Henderson, City Secretary



City of Lucas
Parks & Open Space Agenda Request
Meeting Date: March 3, 2015

Name & Title: Development Services Director Joe Hillbourn

Agenda Item:

Discuss and consider a request made by Phil Esposito for the city to sponsor a Scare Crow Contest during Founders day.

Background Information:

Mr. Esposito is familiar with a Scare Crow Festival hosted every year in New Jersey that he believes would be a great addition to the Founders Day Event in Lucas.

The idea involves holding a city-wide Scare Crow Contest. Each contestant would register with the city, make a homemade scare crow, or scare crow scene, and place on lawn. Typically there is a theme such as “Work-crow-holic” which included a scare crow at desk with piles of papers and another contestant made a “Cherly-Crow” singing scare crow.

The homeowners address gets placed on the list of houses competing and the city would keep a map/listing of all the scare crow contestants and post on line. There would be a specific last day to enter the contest.

Once entry’s close, people can view each contestants theme and vote on line.

The \$5 registration fee to register goes in a general account funds will go towards prizes for 1st, 2nd and 3rd place. The contest could run from October 1st through October 20 and the winner could be announced at the Lucas Founders Day Celebration.

Attachments/Supporting Documentation:

NA

Budget/Financial Impact:

None.

Recommendation:

Move forward to City Council with a positive recommendation.

Motion:

I make a Motion to approve/deny the request to add a Scare Crow competition to Founders Day.



City of Lucas
Parks & Open Space Agenda Request
Meeting Date: March 3, 2015

Name & Title: Development Services Director Joe Hillbourn

Agenda Item:

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

Background Information:

A request was made by a non-citizen to use the city's parks facilities to run a boot camp. The request matches what a park is for but current city policy does not permit the use of facilities for a commercial use without express written permission of the city council. Council is concerned about giving permission to one group potentially leading others groups to make the same request.

Attachments/Supporting Documentation:

1. Current Parks Ordinance.

Budget/Financial Impact:

None.

Recommendation:

Move forward to City Council with a positive recommendation.

Motion:

I make a motion to Approve/Deny a comprehensive policy regulating the use/rental of park facilities including the Kenneth R Lewis Park fields and pavilion and the Lucas Community Park Pavilion and community center, the establishment of fees associated with the use of these facilities and addressing commercial uses and hours of operation.

<input type="checkbox"/>	Annexation
<input type="checkbox"/>	Disannexation
<input checked="" type="checkbox"/>	Code of Ordinances
<input type="checkbox"/>	Other

ORDINANCE # 2014-12-00803
[AMENDING CODE OF ORDINANCE CHAPTER 1, ARTICLE
1.09, PARKS AND RECREATION]

AN ORDINANCE OF THE CITY OF LUCAS, TEXAS, AMENDING THE CODE OF ORDINANCES BY AMENDING CHAPTER 1 TITLED "GENERAL PROVISIONS" BY AMENDING ARTICLE 1.09 TITLED "PARKS AND RECREATION" BY AMENDING DIVISION 2 TITLED "PARK AND OPEN SPACE BOARD" BY PROVIDING REVISED REGULATIONS FOR THE QUALIFICATIONS AND DUTIES FOR THE PARK AND OPEN SPACE BOARD MEMBERS; BY AMENDING DIVISION 3 TITLED "PARK RULES" BY AMENDING SECTION 1.09.062 TITLED "CONDUCT IN PARKS" BY PROVIDING ADDITIONAL REGULATIONS FOR CITY PARKS; PROVIDING A REPEALING CLAUSE; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A SAVINGS CLAUSE; PROVIDING FOR A PENALTY OF FINE NOT TO EXCEED FIVE HUNDRED DOLLARS (\$500.00); AND PROVIDING FOR AN EFFECTIVE DATE.

NOW, THEREFORE, BE IT ORDAINED THAT THE CITY COUNCIL OF THE CITY OF LUCAS:

Section 1. That the Code of Ordinances of the City of Lucas, Texas be, and the same is, hereby amended by amending Chapter 1 titled "General Provisions", by amending Article 1.09 titled "Parks and Recreation", to read as follows:

"ARTICLE 1.09 PARKS AND RECREATION

Division 1. Generally

Secs. 1.09.001-1.09.030 Reserved

Division 2. Park and Open Space Board

Sec. 1.09.031 Established; composition; qualifications of members

There is hereby created and established the city parks and open space board. The board shall consist of five (5) regular voting members, including a chairperson, and two (2) alternate members. The board members shall be appointed by the city council for a term of two (2) years, and shall serve until their successor is appointed. The alternate board members may participate in the board discussions; however, the alternate board members shall only vote in the absence of a

regular board member, as determined by the chairperson. Board members shall reside in the city for at least six (6) months preceding appointment day.

Sec. 1.09.032 Reserved

Sec. 1.09.033 Removal of members; filling of vacancies

The members of the park and open space board may be removed at any time by a majority vote of the city council with or without cause. Any vacancy in the board shall be filled by the city council for the unexpired term of the member whose place has become vacant.

Sec. 1.09.034 Meetings; quorum

The park and open space board shall hold at least one (1) quarterly meeting. Such meeting shall be held on a day of the month approved by the board. Special meetings may be called by the chairman, by the city manager, or, if requested, by at least four (4) board members. A simple majority of the board shall constitute a quorum. A vote of the simple majority of the quorum shall be required for any action taken by the board. Such meetings shall comply with the Texas Open Meetings Act.

Sec. 1.09.035 Officers

(a) Election. A chairman and vice-chairman shall be selected annually, preferably at the first regular meeting of the fiscal year.

(b) Duties of Officers.

(1) Chairman. It shall be the duty of the chairman to preside at all meetings of the board and to call special meetings.

(2) Vice-chairman. It shall be the duty of the vice-chairman to perform the duties of the chairman during any absence.

Sec. 1.09.036 Duties

(a) The board shall serve in an advisory capacity to the city council in all matters relating to the parks and open space of the city. The board shall also make recommendations to the city council on the implementation of beautification programs and projects to enhance the natural beauty of Lucas.

(b) The board shall review, study and make recommendations to the city manager or designee for priorities of projects or activities to be included in future parks, open space and beautification projects and programs. Board input and guidance on parks and open space should be incorporated into the parks and open space master plan which also includes the identification of the city's trail network and possible locations of trailheads. Such master plan shall be considered, revised and maintained with technical assistance and recommendations of the city

manager or designee. The parks and open space master plan shall be reviewed at least annually by the board.

(c) Based on the park and open space master plan and the identification of beautification projects by the board, a five-year capital improvement program should be developed for consideration by the city council and coordinated with the city manager or designee and the finance department.

(d) The board should review fees relating to the use of parks on an annual basis, making recommendations to the city manager or designee for consideration during the budget process. The board shall study budget proposals on an annual basis and recommend inclusion or exclusion of budget items to the city manager or designee.

(e) The board should review park rules and policies on an annual basis, making recommendations to the city manager or designee.

(f) The board should assist in educational and community outreach programs to help facilitate litter prevention, preservation of open space, encouragement of community advocacy relating to beautification and the establishment of partnerships to help with the overall aesthetic appeal of Lucas.

(g) The board should help ensure a high quality of life for Lucas residents by coordinating special events that provide a mechanism to create a sense of community spirit and enjoyment.

(h) The board may establish additional policies and guidelines upon approval by the city council.

(i) The board shall study and make recommendations to the city council on any other matters as requested by the city council.

Sec. 1.09.037 Attendance Policy

To ensure that the board has sufficient members present to transact business, board members and alternates shall maintain a record of at least 75% attendance at the official meetings of the board.

A review of each board member's attendance will be conducted at the time the member's reappointment. If at the time of reappointment, the attendance record of the member is below 75% for their last appointed term, the staff and Chair will review the attendance record with the board member and will then provide a written board attendance report to the City Council. Upon review of the written report, the City Council may ask to meet with the member concerning the ability to continue to meet the attendance requirements. The outcome of the review of the report and/or the interview with the member will be considered in the reappointment process.

Secs. 1.09.038–1.09.060 Reserved

Division 3. Park Rules

Sec. 1.09.061

Penalty

Any person, firm or corporation violating any of the provisions of this division shall be deemed guilty of a misdemeanor, and upon conviction in the municipal court of the city shall be subject to a fine as provided in section 1.01.009 of this chapter for each offense.

Sec. 1.09.062

Conduct prohibited in parks

As used in this division, “city park” or “park facility” shall mean any area in the city owned or used by the city, or by the city jointly with any other governmental or private entity, devoted to active or passive recreation, and includes but is not limited to athletic fields, recreation areas, community center property, and those areas designated as city parks. The following acts, omissions or conduct are prohibited within the limits of all city parks and no person, firm or corporation shall engage in, commit, cause, or suffer the following acts, omissions or conduct:

- (1) To enter or remain in any park facility between the hours of 11:00 p.m. and 5:00 a.m. unless different hours for the park facility have been designated. All soft surface trails shall be closed from dusk until dawn where on-site signage is posted, unless different hours have been posted;
- (2) To allow any pet or animal to run at large or fail to keep a pet or animal restrained by a leash, chain or cord not more than six (6) feet long;
- (3) To dump or litter in any park. All persons shall use receptacles provided for the deposit of refuse;
- (4) To tie or restrain an animal by attaching its leash to fencing, trees, benches, bleachers, pole or other park facility infrastructure;
- (5) To operate a motor vehicle within any city park in any area not designated as a roadway for vehicular traffic (for the purposes of this subsection, “motorized vehicle” means any vehicle or conveyance which is self-propelled) which would exclude electronic wheelchairs or electric scooters for the disabled;
- (6) To use or ride on a skateboard within a city park;
- (7) To possess, use, discharge or employ any fireworks, firearm, BB gun, air gun, bow-and-arrow, or slingshot;
- (8) To sell, possess or consume any alcoholic beverage;
- (9) To erect, post, distribute, or place any advertising material, sign, circular, or handbill without the prior permission of the city;
- (10) To practice, conduct, or carry on any commercial activity, trade or business activity without the prior written permission of the city;

- (11) To cause, create or maintain any nuisance or engage in any conduct or activity that unreasonably disturbs persons of ordinary sensibilities;
- (12) To use any type of sound amplification devices which include but are not limited to loudspeakers, amplifiers or microphones without the written permission of the city;
- (13) To ascend, descend, operate, or launch any aircraft, including but not limited to hot air balloons, airplanes, paraplanes, ultralight aircrafts, helicopters, drones, remote/radio controlled devices and gliders;
- (14) To hit golf balls of any type in a park facility;
- (15) To camp overnight in or upon any park facility;
- (16) To enter onto a reserved facility or area, or a location where scheduled activities are occurring, during the period that the area or facility is reserved or during the scheduled activity and remain or return there after the person has been given notice to leave. Reserved facilities and areas, and scheduled activities, include but are not limited to: athletic fields and pavilions;
- (17) To make or kindle a fire except in public stoves, grills, fire pits, or designated areas provided for that purpose. Fires shall not be left unattended and must be extinguished prior to departure. The City Manager may prohibit all fires in public parks during those periods that he, in his sole discretion, determines that extreme dry weather, high winds or other conditions endanger public health and safety;
- (18) To use or consume any tobacco products within a park facility; or
- (19) To destroy, damage, deface or remove shrubbery, trees, soil, grass, turf or other vegetation, rock, minerals or any other personal or real property.”

Section 2. All ordinances of the City of Lucas in conflict with the provisions of this Ordinance shall be, and same are hereby, repealed, provided, however, that all other provisions of said Ordinances are not in conflict herewith shall remain in full force and effect.

Section 3. Should any word, sentence, paragraph, subdivision, clause, phrase or section of this Ordinance or of the City of Lucas Code of Ordinances, as amended hereby, be adjudged or held to be voided or unconstitutional, the same shall not affect the validity of the remaining portions of said Ordinances or the City of Lucas Code of Ordinances, as amended hereby, which shall remain in full force and effect.

Section 4. An offense committed before the effective date of the Ordinance is governed by prior law and the provisions of the City of Lucas Code of Ordinances in effect when the offense was committed and the former law is continued in effect for this purpose.

Section 5. Any person, firm or corporation violating any of the provisions or terms of this Ordinance shall be subject to the same penalty as provided for in the City of Lucas Code of Ordinances, as amended, and upon conviction shall be punished by a fine not to exceed the sum of Five Hundred Dollars (\$500) for each offense, and each and every day such violation shall continue shall be deemed to constitute a separate offense.

Section 6. This Ordinance shall take effect immediately from and after its passage and publication in accordance with the provisions of the Charter of the City of Lucas, and it is accordingly so ordained.

DULY PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF LUCAS, COLLIN COUNTY, TEXAS, ON THIS 4th DAY OF DECEMBER, 2014.



APPROVED:

A handwritten signature in cursive script, reading "Rebecca Mark", written over a horizontal line.

Rebecca Mark, Mayor

APPROVED AS TO FORM:

A handwritten signature in cursive script, reading "Joseph J. Gorfida, Jr.", written over a horizontal line.

Joseph J. Gorfida, Jr., City Attorney
(11-18-14/69190)

ATTEST:

A handwritten signature in cursive script, reading "Joni Clarke", written over a horizontal line.

Joni Clarke, Interim City Secretary



City of Lucas
Parks & Open Space Agenda Request
Date: March 3, 2015

Name & Title: City Secretary, Stacy Henderson

Agenda Item:

Consider approval of the Community Windshield Survey, Needs Assessment Checklist, Community Improvement Checklist, Community Ordinances and Education Survey, and Litter Attitude Survey, completed by the Parks & Open Space board members and provide direction on completing Step Six of the Monthly Provisional Affiliate Checklist for the Keep Lucas Beautiful Program.

Background Information:

Discuss and provide direction as it relates to the Keep Lucas Beautiful program.

Attachments/Supporting Documentation:

1. Monthly Provisional Affiliate Checklist
2. Needs Assessment Checklist
3. Community Improvement Checklist
4. Community Windshield Survey
5. Community Ordinances and Education Survey
6. Litter Attitude Survey

Budget/Financial Impact:

NA

Recommendation:

Staff recommends approval as presented.



MONTHLY PROVISIONAL AFFILIATE CHECKLIST

AFFILIATE NAME: City of Lucas

Contact: Jennifer Clark

Phone: 972-727-8999 Email: jennifer.clu@lucastexas.us

Affiliates are entered into the KTB system as Provisional until the following steps are completed. The status of an organization is moved to Affiliate status upon submittal of this checklist with all steps completed. An affiliate sign will be provided upon successful completion of all steps and a KTB flag.

STEP ONE: Review the KTB Training Manual CD.
Date Completed: September 9, 2014

STEP TWO: Determine organizational structure (Chapter 3) and determine board membership (Chapter 4).
Date Completed: September 9, 2014

STEP THREE: Prepare mission statement (may use KTB/KAB Mission Statement Chapters 2 and 3).
Date Completed: 1-6-15

STEP FOUR: Prepare bylaws, organization guidelines, ordinance, or resolution the organization (samples on Training Manual CD).
Date Completed: 12-4-14

STEP FIVE: Get the facts about your community (Chapter 6).
Date Completed: 2-18-15

STEP SIX: Prioritize the projects that you would like to accomplish in the first year (based on Step 5). KTB only requires participation in one project annually.
Date Completed: _____

STEP SEVEN: Establish a Budget (Chapter 11). This may be in-kind.
Date Completed: _____

STEP EIGHT: Develop lists of community/volunteer organizations and media including any place information may be shared to assist you in accomplishing the projects.
Date Completed: _____

FINAL STEP: Send Keep Texas Beautiful copies of the following:
 by-laws/guidelines ordinance/resolution board/committee member list

If you have any questions about the affiliate program please contact Christine Chute Canul, christine@ktb.org or 1-800-CLEAN-TX.

KTB Office Use Only:

Date Received _____
Flag and Letter Mailed
Sign ordered

8850 Business Park Dr., Suite 200 ☆ Austin, Texas 78759
1-800-CLEAN-TX ☆ Fax 512-478-2640 ☆ www.ktb.org

COMMUNITY WINDSHIELD SURVEY

An effective analysis of the current situation in your community may include a "field inspection" or "windshield survey." Based on the Keep America Beautiful Litter Index and Litter/Solid Waste Evaluation, volunteers will review areas in the community for overall litter conditions. The survey is not scientifically based. An average is determined for each site based on 3-9 volunteer scores. The group should travel together so they are viewing the area under the same conditions.

Rank each site based on

Excellent - no litter or minimal litter

Good - small amount of litter that could be collected by one person

Fair - litter that would require and organized clean up

Poor - heavy litter that would require heavy equipment or a large scale clean up for the area

Business Area: **All commercial area excluding Angel/W. Lucas**

LOCATION	EXCELLENT	GOOD	FAIR	POOR
Streets			X	
Sidewalks N/A				
Vacant lots N/A				
Driveways		X		
Parking lots		X		
Yards		X		
Alleys N/A				
Loading docks		X		

Are trash receptacles? (X) adequate () inadequate () covered () overflowing

Are dumpsters? (X) screened from public streets () visible to the public

street () clean () overflowing

Comments:

Park Area:

LOCATION	EXCELLENT	GOOD	FAIR	POOR
Sidewalks around site N/A				
Sidewalks within site	X			
Picnic Areas	X			
Playgrounds	X			
Parking lots	X			
Planted Areas		X		
Open Areas		X		
Loading docks N/A				

Are trash receptacles? (X) adequate () inadequate () covered () overflowing

Comments:

Residential Area:

LOCATION	EXCELLENT	GOOD	FAIR	POOR
Streets			X	
Sidewalks N/A				
Vacant lots			X	
Driveways		X		
Parking lots N/A				
Yards		X		
Alleys N/A				

Are trash receptacles? (X) adequate () inadequate () covered () overflowing

Are dumpsters? () screened from public streets () visible to the public street
() clean () overflowing – N/A

Are disposal areas () clean () littered - N/A

Comments:

School Area:

LOCATION	EXCELLENT	GOOD	FAIR	POOR
Street		X		
Sidewalks N/A				
Entrances			X	
Driveways		X		
Parking lots		X		
Yards		X		
Playgrounds		X		
Loading docks		X		

Are trash receptacles? (X) adequate () inadequate () covered () overflowing

Are dumpsters? (X) screened from public streets () visible to the public street () clean
() overflowing

Comments:

Shopping Center Area: **Defined as Angel/W. Lucas Development**

LOCATION	EXCELLENT	GOOD	FAIR	POOR
Streets			X	
Sidewalks		X		
Planted areas		X		
Driveways		X		

APPENDIX

Parking lots		X		
Alleys/Disposal Area		X		
Loading docks		X		

Are trash receptacles? (X) adequate () inadequate () covered () overflowing

Are dumpsters? (X) screened from public streets () visible to the public street () clean () overflowing

Comments: **Drainage outflows litter issue**

Beach/Waterway Area: **N/A**

LOCATION	EXCELLENT	GOOD	FAIR	POOR
Access roads				
Sidewalks/Paths				
Picnic Areas				
Parking lots				
Playgrounds				
Waterline				

Are trash receptacles? () adequate () inadequate () covered () overflowing

Comments:

Other Areas: **Resident areas under development / construction sites**

LOCATION	EXCELLENT	GOOD	FAIR	POOR
Access roads			X	
Entrances			X	
Driveways			X	

Are trash receptacles? () adequate (X) inadequate () covered (X) overflowing- **not being utilized**

Are dumpsters? () screened from public streets (X) visible to the public street () clean () overflowing

Comments:

Right-of-ways (curb to front yard)

From/To: **Litter**

SOURCE OF LITTER	PERCENTAGE
Improper waste putouts/set-outs	20%
Nearby food establishments	--
Illegal dumping	--
Motorists	60%

APPENDIX

Pedestrians	--
Uncovered vehicle	15%
Other: Bicyclist	5%

Are trash receptacles? () adequate () inadequate () covered () overflowing – **N/A**

Comments: **Rural characteristics of community**

Streets (in street or on pavement)

From/To: _____

SOURCE OF LITTER	PERCENTAGE
Improper waste putouts/set-outs	20%
Nearby food establishments	---
Illegal dumping	---
Motorists	60%
Pedestrians	---
Uncovered vehicle	15%
Other: Bicyclist	5%

Are trash receptacles? () adequate () inadequate () covered () overflowing

Comments:

Railroad Area: – **N/A**

From/To: _____

SOURCE OF LITTER	PERCENTAGE
Improper waste putouts/set-outs	
Nearby food establishments	
Illegal dumping	
Motorists	
Pedestrians	
Uncovered vehicle	
Other:	

Are trash receptacles? () adequate () inadequate () covered () overflowing

Comments:

COMMUNITY ORDINANCE AND EDUCATION SURVEY

In analyzing ordinances, consider each question below and determine the relevance to your community's waste handling practices. Note: Not all questions will be appropriate to all communities. This document is based on the Keep America Beautiful, Inc. Litter/Solid Waste Evaluation.

SOURCES OF LITTER

Do your community's existing ordinances identify the major sources of litter?

SOURCE	YES	NO
Motorists		
Pedestrians		
Uncovered vehicles		
Improper residential refuse putouts/set-outs		
Improper dumpster refuse putouts/set-outs		
Construction debris		
Loading areas		
Illegal dumping		

Do your community's present ordinances identify other potential sources of litter?

SOURCE	YES	NO
Maintenance of sidewalks, alleys, and rights-of-way		
Recycling Collection sites		
Scavengers		
Placement of handbills		
Signs on utility poles		
Outdoor events		
Other:		

RESPONSIBILITIES/ENFORCEMENT

Do your community's ordinances assign responsibility for maintaining property in a litter-free condition, including litter generated by other sources?

INDIVIDUAL	YES	NO
Homeowner/Tenant		
Businesses/Commercial Establishment		
Builder/Contractor		
Landowner (vacant lot)		
Landowner (adjacent public property or right of-way)		
Other:		

APPENDIX

Do your community's ordinances identify who has the authority to enforce the ordinances? List each group's responsibility next to the enforcement authority.

ENFORCEMENT AUTHORITY	RESPONSIBILITY	YES	NO
Building Department	Code Enforcement		
Parks Department	Maintenance & trash removal		
Health Department	N/A		
Fire Department			
Solid Waste/Public Works	Maintenance of right of way		
Code Enforcement	Under the Building Dept.		
Police Department			
Other:	N/A		

COLLECTION PRACTICES

What are the collection practices specified in your community's ordinance or contract for waste service?

MATERIAL	PRACTICE (HOW OFTEN)	PRACTICE (FROM WHERE AND HOW SUCH AS BAGGED, IN CANS/CONTAINERS, DROP-OFF, CURB)
Household Waste	Barnes Disposal – 1 pickup per week	
Commercial Trash		
Yard Waste	Barnes Disposal – 1 pickup per week	
Oversized Household Waste	Barnes Disposal – 1 pickup per week	
Household Hazardous Waste	-----	
Recyclables	Contract with Barnes Disposal	
Other:		

RECEPTACLES

How many public litter receptacles (trashcans) are located in each of the following areas? Is the capacity or collection adequate?

AREA	# OF RECEPTACLES	CAPACITY	
		YES	No
Primary Roads			
Secondary Roads			
Parks			
Picnic Areas			
Downtown Area			
Shopping Center			
Trails or paths			
Other:			
Other:			

EDUCATION PROGRAMS

Which of the following organizations participate in public education programs or would assist in education programs in the future?

APPENDIX

ORGANIZATION	LITTER PREVENTION	SOLID WASTE MANAGEMENT	BEAUTIFICATION	COMMUNITY IMPROVEMENT
Chamber of Commerce				
Garden Clubs				
Women's Clubs				
Service Club				
Service Club				
Service Club				
Service Club				
Youth Group				
Girl Scouts				
Boy Scouts				
Camp Fire				
Church Groups				
Schools				
Merchant Groups				

LITTER ATTITUDES SURVEY

We need your input in order to continue our successful program. Feel free to make additional comments. Please check "yes" or "no" to the following questions based on your personal experience.

YES	NO	QUESTION
	X	In the past month, do you recall dropping a paper wrapper or similar small litter item on a street, sidewalk, or parking lot?
	X	In the past month, do you recall dropping a paper sack, cup or similar litter item on a street, sidewalk, or parking lot?
X		Do you think the community has a litter problem?
X		In your opinion, do you think the streets have more visible litter than one year ago?
X		In your opinion, do you think the downtown area has more litter than one year ago? Commercial area
X		Do you feel that you are helping to reduce litter in the community?
X		Do you feel that you help influence others in reducing litter in the community?
X		Are you familiar with the "Don't Mess with Texas" campaign?
X		Are you aware that the message is part of an anti-litter campaign?
X		Have you ever heard of Keep Texas Beautiful?
X		Have you ever heard of Keep America Beautiful?
		In your opinion which of the following could be a source of litter:
X		Motorists
X		Pedestrians
X		Construction Sites
X		Uncovered Trucks
X		Household Trash
X		Commercial Dumpsters
X		Loading Docks
X		Boaters

Age: ___ under 11 ___ 12-16 ___ 16-24 ___ 25-36 ___ 37-45 ___ 45-60 ___ 60-75 ___ 75+

Varies in age but young at heart

NEEDS ASSESSMENT CHECKLIST

A. ORGANIZATIONAL PURPOSES:

		ADEQUATE	NEEDS IMPROVEMENT	NONE
1	Current and communicated statement of Purpose/Mission		X	
2	Current and communicated statement of guiding principles			X
3	Functional set of bylaws			X
4	Annual review of bylaws			X
5	Annual review of programming		X	

B. BOARD OF DIRECTORS:

		ADEQUATE	NEEDS IMPROVEMENT	NONE
1	Board establishes policy		X	
2	Receives adequate information for policy deliberations		X	
3	Active Executive Committee	X		
4	Board Members personally involved in programs and activities	X		
5	Board minutes distributed to each Board Member	X		
6	Year-round Board Nomination Committee	X		
7	Written job descriptions and expectations for Board Members		X	
8	Orientation & training for new Board Members		X	
9	Regular scheduled Board Meetings	X		
10	Board Member attendance at meetings	X		
11	Systematic rotation of Board Members	X		
12	Annual Board Member evaluation	X		
13	Personal financial support by Board members			X

C. COMMITTEES:

		ADEQUATE	NEEDS IMPROVEMENT	NONE
1	Board Members active participation on Committees			X
2	Ad-hoc Committees to handle one-time projects			X
3	Recruit non-Board Members for Committees			X
4	Committee job descriptions			X
5	Committee's specific goals and objectives			X
6	Committee tasks outlined and delineated			X
7	Communication between Committees			X

APPENDIX

D. OUTREACH PROGRAMMING:

		ADEQUATE	NEEDS IMPROVEMENT	NONE
1	Community outreach – youth		X	
2	Community outreach –senior citizens		X	
3	Community outreach — other organizations		X	
4	Community outreach — elected officials		X	

E. VOLUNTEERS/WORKERS:

		ADEQUATE	NEEDS IMPROVEMENT	NONE
1	List of volunteer opportunities		X	
2	Communication with volunteers		X	
3	Volunteer job descriptions, including cleanup volunteers		X	
4	Recruitment of new volunteers		X	
5	Volunteer orientation and training		X	
6	Volunteer “rewards” dinner, prizes, etc.		X	
7	Volunteer evaluation		X	

F. PLANNING

		ADEQUATE	NEEDS IMPROVEMENT	NONE
1	Written statement of goals and objectives		X	
2	One- year plan (short term)		X	
3	Three-year plan (medium term)		X	
4	Five- year plan (long term)		X	
5	Annual evaluation of past year's accomplishments and setbacks		X	
6	Annual review of goals and objectives and revision of future plans		X	

G. FINANCES:

		ADEQUATE	NEEDS IMPROVEMENT	NONE
1	Financial planning and goal setting	X		
2	Budget preparation process	X		
3	Budget monitoring	X		
4	Cash flow projections/monitoring	X		
5	Annual Audits	X		
6	Monthly financial statements	X		

APPENDIX

H. FUNDRAISING PROGRAM:

		ADEQUATE	NEEDS IMPROVEMENT	NONE
1	Assistance from volunteers		X	
2	Training of volunteers/Board for fundraising		X	
3	Potential donor list		X	
4	Planned, active expansion of donor base for funds, in-kind support		X	
5	Board Members financial or in-kind support		X	
6	Special events		X	
7	Donation recording system		X	
8	Donation acknowledgment system		X	
9	Communication with donors		X	

I. MEMBERSHIP MARKETING/CAMPAIGN (OPTIONAL):

		ADEQUATE	NEEDS IMPROVEMENT	NONE
1	Annual membership marketing plan		X	
2	Stated earned income goals		X	
3	Mailing list – current		X	
4	Mailing lists - other organizations (gardening, civic, partners)		X	
5	Campaign kick-off event		X	
6	Active involvement by Board Members	X		

J. PUBLIC RELATIONS:

		ADEQUATE	NEEDS IMPROVEMENT	NONE
1	Annual public relations plan and budget		X	
2	Understanding and communicating organization position and responsibilities within the community		X	
3	Organized means for receiving and evaluating feedback from various sources		X	
4	Speakers Bureau (Speak to groups and organizations)		X	
5	Coordination with Marketing & Fundraising Committees		X	
6	Production of season brochure		X	
7	Newsletter		X	
8	Advertising		X	
9	Community awareness		X	

COMMUNITY IMPROVEMENT CHECKLIST

Community: City of Lucas

Contact: Parks & Open Space Board Member Valerie Turnbow Date: February 18, 2015

Mark the applicable answer to each question with a "no" answer indicating a need for improvement. Blank lines in each section allow you to add specific questions of concern for your affiliate.

IN GENERAL		YES	NO
Do the entrances to the community create a favorable impression to visitors?			X
Are the areas along the entrances free from objectionable views such as dilapidated structures, junked cars, dead trees, fences down, etc.?			X
Is the general appearance of the city neat and clean? – Needs some improvement		X	
Would a visitor be attracted to become a resident or business owner in the community?		X	
STREETS/SIDEWALKS		YES	NO
Overall, are the streets free of litter and debris?			X
Residential streets			X
Downtown streets			X
Business areas			X
Overall, are the sidewalks free of litter and debris?			N/A
Residential sidewalks			N/A
Downtown sidewalks			N/A
Business sidewalks			N/A
Are sidewalks smooth and free from hazards?			N/A
PARKS, PLAYGROUNDS, TOURIST STOPS		YES	NO
Are the parks maintained in a neat condition?		X	
Are the trees in the parks in healthy condition without dead limbs or disease?		X	
Are buildings painted and in good repair?		X	
Is equipment painted and in good repair?		X	
SCHOOLS AND CHURCH GROUNDS		YES	NO
Is the landscaping at schools adequate?			X
Is the landscaping at schools well-maintained?		X	
Does the maintenance at churches set a good example for the community?		X	
Are youth involved in planting and maintenance of the school grounds?			X
BUSINESS AREAS		YES	NO
Are the buildings well-maintained and painted?		X	
Are the windows clean?		X	
Is the area behind the buildings free of trash and debris?		X	
Is equipment and merchandise displayed in an orderly manner or screened from public view by a fence or other means?		X	
CEMETERIES		YES	NO
Are the cemeteries well-maintained?		X	
Is the fence surrounding the cemetery in good condition and free of debris?		X	

APPENDIX

Do the cemeteries have an adequate number of healthy trees?	X	
Homes/Neighborhoods	YES	NO
Are the homes in good condition and painted?	X	
Are the yards well-maintained?	X	
Are yards free from trash and debris?	X	
Are there junked cars parked in driveways or otherwise visible from public streets?		X
Vacant Lots	YES	NO
Are vacant lots in business areas clean and free of weeds?	X	
Are vacant lots in business area maintained with no stacks of debris and/or junked vehicles?	X	
Are residential vacant lots mowed?		X
Are residential vacant lots free of construction debris and other trash?		
Disposal Areas	YES	NO
Are dumpsters screened from public streets?	X	
Are dumpster areas clean and free of stacked debris?	X	
Do business areas have defined disposal areas?	X	
Are residential alleys or disposal areas defined?	N/A	
Are business areas around disposal sites clean and free of debris?	X	
Are recycling areas clearly defined from waste disposal areas?	N/A	



City of Lucas
Parks & Open Space Agenda Request
Meeting Date: March 3, 2015

Name & Title: Development Services Director Joe Hillbourn

Agenda Item:

Consider a proposed cricket field to be installed as part of a City park.

Background Information:

NA

Attachments/Supporting Documentation:

1. PowerPoint presentation from the Dallas Cricket League

Budget/Financial Impact:

NA

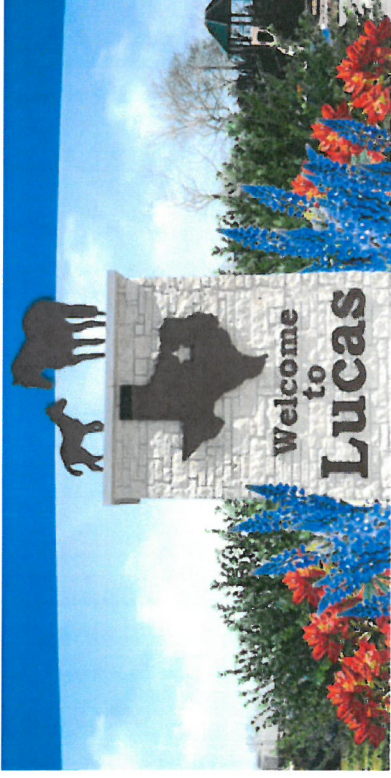
Recommendation:

NA

Motion:

I make a motion to giving a positive/negative recommendation for the installation of a cricket field in a City park.

City Of Lucas Parks and Open Space Board

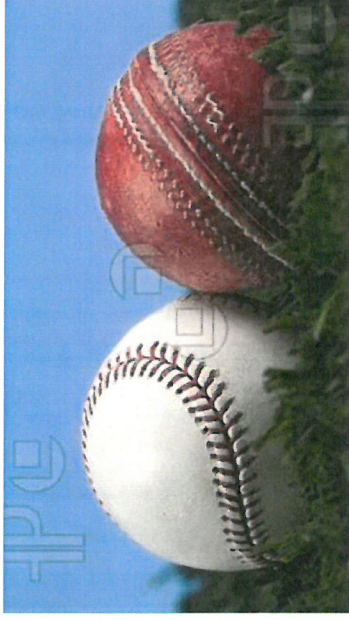


Analysis and Recommendation Of The Proposal By Dallas Cricket League(DCL)



City Of Lucas Parks and Open Space Board

Analysis and Recommendation Of The Proposal By Dallas Cricket League



City Of Lucas Parks and Open Space Board



Outline

- Excerpts from DCL Presentation Page 4-6
- First Step - Within the mission functionality ? Page 7
- Comparison of Fields and Measurements Page 8 - 9
- Deeper Look at a Cricket Field in Lucas Parks Page 10
- Forest Creek Park (White Rock) Page 11
- City Hall Park Page 12
- Kenneth Lewis Park Page 13
- Summary of Analysis Page 14
- Conclusion & Suggested Recommendation Page 15

City Of Lucas Parks and Open Space Board



Excerpts from DCL Presentation

Cricket

- One of the oldest sports in the world
 - Origins in 17th century England
- The second most followed sport
 - over one billion followers throughout the world
- The sport of gentlemen (but ladies play too! DWCL <http://www.dallaswomenscricket.com/>) DWCL Dallas Womens Cricket League is the only league in Texas that supports Womens Cricket
 - It's not cricket = it's not fair, unethical
- Governed in the USA by the United States of America Cricket Association (USACA)
 - Cricket is played in all fifty states.
 - 36 established leagues, 650 clubs and 12,000+ senior players.

City Of Lucas Parks and Open Space Board



Excerpts from DCL Presentation



- **Our goal**, in collaboration with LUCAS city, is to establish cricket in the City of LUCAS TX
 - Introduce a NEW global sport to the city
 - Enhance the diversity of local Parks & Recreation Sports Program
 - Add to the LUCAS cultural heritage
- To do this, **we are seeking** LUCAS city approval to construct a permanent cricket pitch in LUCAS TX.

City Of Lucas Parks and Open Space Board



Excerpts from DCL Presentation



Cost of Building a Pitch

Initial Costs

- Concrete Slab : approx: \$6,000 (\$5.50/sq.ft)
- Outdoor carpet: \$1,500
- Total Cost: \$7,500

On-going Costs

- The pitch is virtually maintenance-free so there is no upkeep cost
- For the field, there is no requirement other than normal mowing of the grass
- The carpet lasts for 3 years and is usually replaced by the association

City Of Lucas Parks and Open Space Board



First Step:

Is the recommendation on the proposal from DCL within the Mission Functionality of the Parks and Open Space Board?



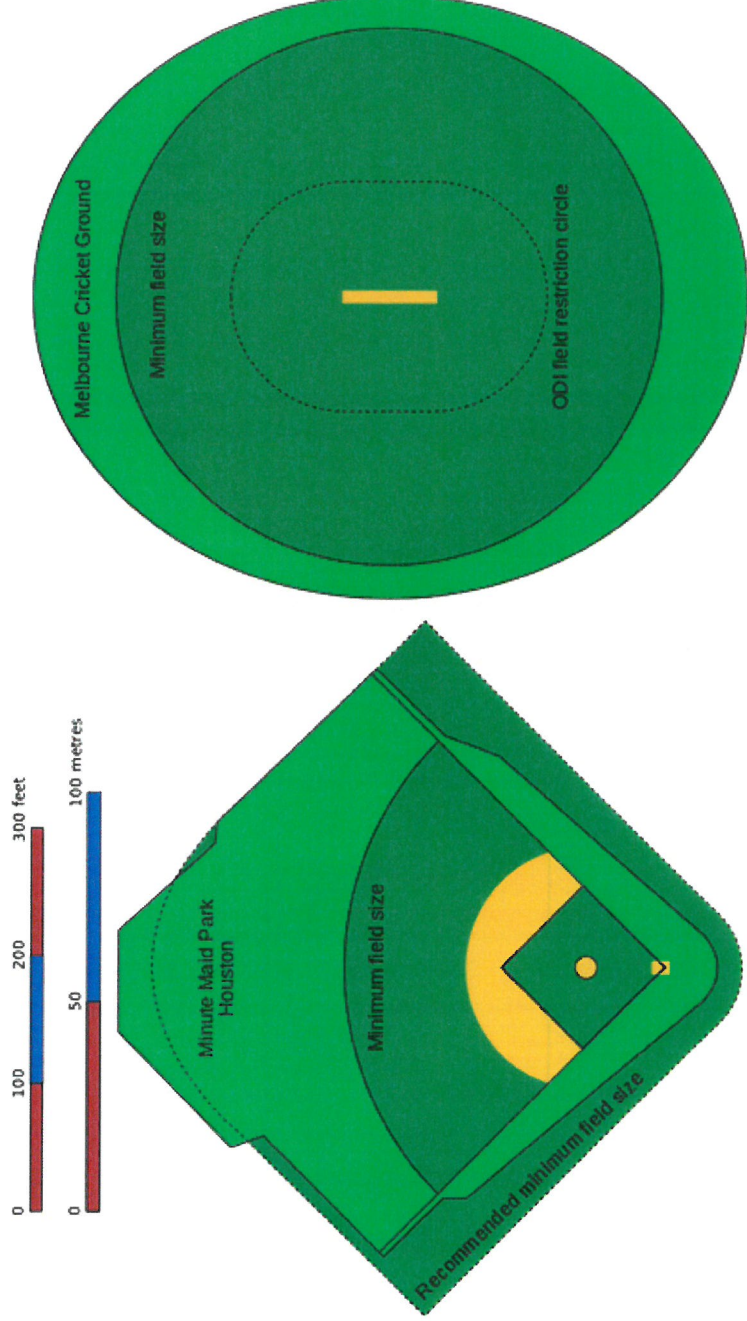
- "ARTICLE 1.09 PARKS AND RECREATION
Sec. 1.09.036 Duties
- (b) The board shall review, study and make recommendations to the city manager or designee for priorities of projects or activities to be included in future parks, open space and beautification projects and programs.
- (g) The board should help ensure a high quality of life for Lucas residents by coordinating special events that provide a mechanism to create a sense of community spirit and enjoyment.

The Chairman of the Parks and Open Space Board **confirms** that the proposal is within mission responsibilities.

City Of Lucas Parks and Open Space Board



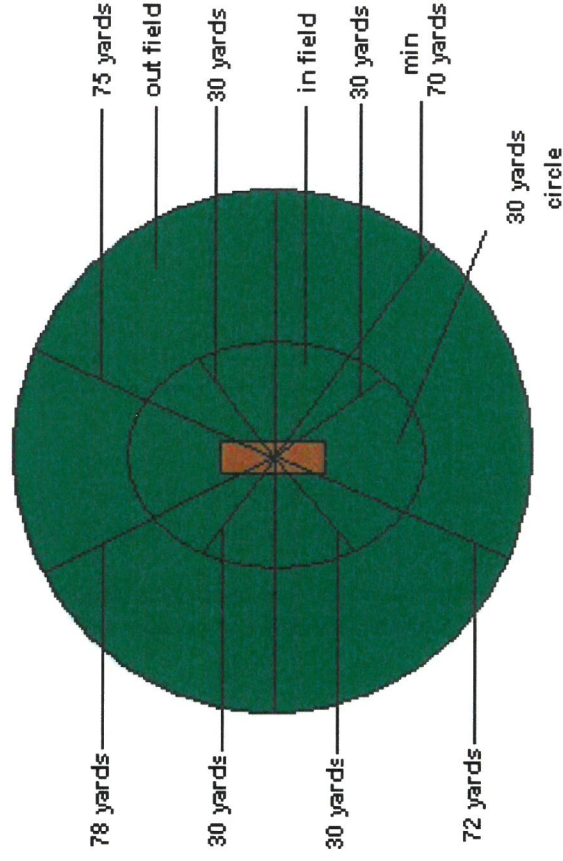
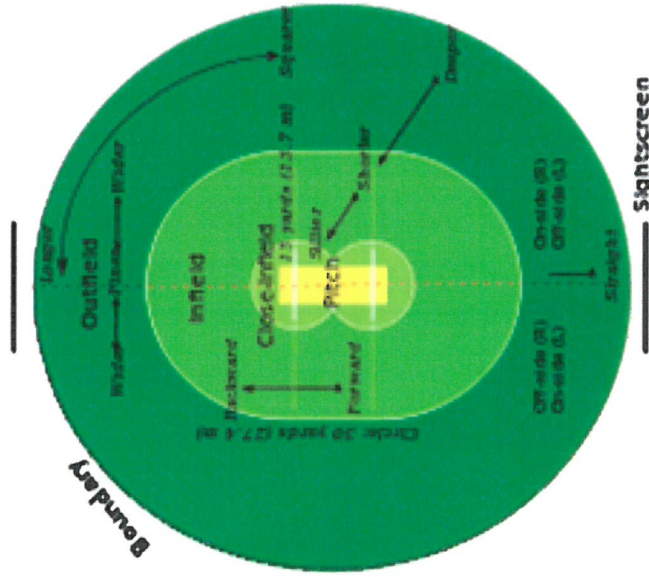
Comparison of Fields



City Of Lucas Parks and Open Space Board



Cricket Field Measurement



City Of Lucas Parks and Open Space Board

Deeper look at the complications of a Cricket Field in City of Lucas Parks



Does the park have:	Parks Within City of Lucas		
	City Hall Park	Kenneth Lewis Park	Forrest Creek Park
1 Adequate parking-	✓	✓	✗
2 Adequate personal amenities i.e., rest rooms, water, shade.	✓	✓	✗
3 Adequate space to play Cricket without a negative impact on other park activities.	✗	✗	✗
4 Other Considerations:	The "Family Park atmosphere" may be negatively impacted with any athletic contests.	Cricket and Baseball could not be played simultaneously. Cricket pitch will have an adverse impact on outfield and soccer field.	The park is nestled in a residential area, therefore traffic, parking and noise could be a problem.

Note: Installing a concrete "Pitch" in the center of any of our parks will negatively impact the general use by other residents.

City Of Lucas Parks and Open Space Board Forest Creek Park (White Rock)





City Of Lucas Parks and Open Space Board City Hall Park





City Of Lucas Parks and Open Space Board Kenneth Lewis Park



City Of Lucas Parks and Open Space Board



Summary of Analysis

- **Pros**

- Proposal may generate local interest in "New" Sport.
- DCL will provide some organization & training for coaches and participants.
- Initial costs identified are minor.

- **Cons**

- There is no way to measure the potential popularity of a Cricket league in Lucas. It may or may not be desired by many Lucas residences. The proposal is NOT a request from Lucas residents.
- Parking space, availability of personal amenities, regrade and relocation of current park equipment and impact to other park users is a concern.
- Only Kenneth Lewis Park is spacious enough to accommodate a full size Cricket field and even that would have a negative impact (pitch) on the outfield and soccer field.

City Of Lucas Parks and Open Space Board

Conclusions:

- The Proposal is a Amiable Effort To Introduce The Sport of Cricket To The City of Lucas.
- Introducing the sport of Cricket is Not a Current "Need" For the city residents. It may or may not be desired by very many Lucas residences.
- Although being involved in the international sport of Cricket is intriguing, it will likely present a burden that can not be justified by the anticipated few residence that would benefit or use it.

Suggested Recommendation:

- Decline the proposal at this time.
- Continue to monitor the popularity of the sport and reconsider in two years.



City of Lucas
Parks & Open Space Agenda Request
Meeting Date: March 3, 2015

Name & Title: Development Services Director Joe Hillbourn

Agenda Item:

Discuss and consider moving the Parks and Open Space Board meetings to the fourth Tuesday of each month.

Background Information:

NA

Attachments/Supporting Documentation:

NA

Budget/Financial Impact:

NA

Recommendation:

NA

Motion:

I make a motion to Approve/Deny moving the Parks and Open Space Board meetings to the fourth Tuesday of each month.