



# Agenda

## City of Lucas Parks and Open Space Board Meeting

February 28, 2017

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 February 28, 2017 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 January 24, 2017 Parks and Open Space Board regular meeting. (City Secretary Stacy Henderson)
2. Discuss details of the Keep Lucas Beautiful Clean Up Event scheduled for April 22, 2017. (Development Services Director Joe Hilbourn)
3. Receive update regarding the 2017 Founders Day event. (Development Services Director Joe Hilbourn)
4. 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](http://www.lucastexas.us) by 5:00 p.m. on or before February 17, 2017.

\_\_\_\_\_  
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](mailto:shenderson@lucastexas.us) at least 48 hours prior to the meeting.*



# City of Lucas

## Parks and Open Space Board Request

### February 28, 2017

Requester: City Secretary Stacy Henderson

#### **Agenda Item:**

Consider approval of the minutes of the January 24, 2017 Parks and Open Space Board regular meeting.

#### **Background Information:**

N/A

#### **Attachments/Supporting Documentation:**

1. Minutes of the January 24, 2017 Parks and Open Space Board regular meeting.

#### **Budget/Financial Impact:**

N/A

#### **Recommendation:**

Approve as presented.

#### **Motion:**

I move to approve/deny the minutes of the January 24, 2017 Parks and Open Space Board regular meeting.



Parks and Open Space Board Meeting  
January 24, 2017  
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.

**Parks Board Members Present:**

Chairman David Rhoads  
Vice Chairman Chris Vanhorn  
Member Kenneth Patterson  
Member Brenda Rizos  
Member Amber Patteson  
Alternate Member Bill Esposito  
Alternate Member Joanne Doucet

**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 November 29, 2016 Parks and Open Space Board regular meeting.**

***MOTION:** A motion was made by Ms. Rizos, seconded by Mr. Patterson to approve the minutes as presented. The motion passed unanimously by a 5 to 0 vote.*

- 2. Consider setting project goals and budgetary needs for the Parks and Open Space Board for 2017.**

Bill Esposito discussed conducting an Arbor Day event in November in conjunction with the Girl Scouts Arbor Day event. Mr. Esposito stated that he had reached out to the local Girl Scout group and they were interested in whatever support that could be provided by the Parks Board.

The Board discussed various aspects of an Arbor Day event that included the following:

- Tree seedling give-away
- Having a secondary fall cleanup event that coincides with the Arbor Day event
- Participation from the Collin County Master Gardener
- Closing certain streets for the cleanup event to ensure the roadways are safe for individuals picking up trash
- Contact local schools to gain participation in the cleanup events (to be done by Ms. Rizos)
- Contact 4-H group and the Girl Scouts group regarding participation (to be done by Mr. Esposito)

The Board was in agreement to set a date for the Arbor Day event once City Staff and City Council had discussed the possible date change of the Founders Day event.

The Board was in agreement to host their existing annual cleanup event on April 22 beginning at 8:00 am meeting at the Community Park.

The Parks Board also had the following suggestions for possible programs to be considered:

- Adopt a Highway program to assist in keeping the roadways free of trash and debris
- Toys for Tots Program in association with the Country Christmas event
- Christmas lighting contest to be judged by the Parks Board in association with the Country Christmas event
- Regularly scheduled educational seminars throughout the year, such as rain barrel collection, beekeeping, and residential watering that would entail involving the Collin County extension office

The Parks Board was in agreement that they would like to continue the Scarecrow Contest for another year.

**3. Consider the appointment of a Chairman and Vice Chairman to serve for a one year period with a term ending December 31, 2017.**

**MOTION:** *A motion was made by Ms. Rizos, seconded by Ms. Patteson to appoint David Rhoads as Chairman of the Parks and Open Space Board. The motion passed unanimously by a 5 to 0 vote.*

**MOTION:** *A motion was made by Ms. Rizos, seconded by Mr. Patterson to appoint Chris Vanborn as Vice Chairman. The motion passed unanimously by a 5 to 0 vote.*

**4. Adjournment.**

***MOTION:** A motion was made by Vice Chairman Vanhorn, seconded by Ms. Rizos to adjourn the meeting at 8:10 pm. The motion passed unanimously by a 5 to 0 vote.*

APPROVE:

ATTEST:

\_\_\_\_\_  
David Rhoads, Chairman

\_\_\_\_\_  
Stacy Henderson, City Secretary



# City of Lucas

## Parks and Open Space Board Request

### February 28, 2017

Requester: Development Services Director Joe Hilbourn

#### **Agenda Item:**

Discuss details of the Keep Lucas Beautiful Clean Up Event scheduled for April 22, 2017.

#### **Background Information:**

The event begins and ends at the Community Park pavilion next to City Hall. Participants will gather at 8:00 a.m., pick up safety vests and trash bags, review safety guidelines, and be assigned to a route. Volunteers will then be dropped off at their assigned location and when done, will be picked up and brought back to the Community Park. Lunch will be provided at the end of the event.

Streets being considered for cleanup include:

- Blondy Jhune Road
- W. Lucas Road;
- Stinson Road;
- Lewis Lane;
- Estates Parkway;
- Snider Lane
- Brockdale Park and Highland Park.

Snider Lane from Shady Lane to E. Lucas Road will be closed to through traffic from 9:00 am to 12:00 pm to allow volunteers to safely clean along the roadway.

#### **Attachments/Supporting Documentation:**

NA

#### **Budget/Financial Impact:**

N/A

#### **Recommendation:**

NA

#### **Motion:**

NA



# City of Lucas

## Parks and Open Space Board Request

### February 28, 2017

Requester: Development Services Director Joe Hilbourn

#### **Agenda Item:**

Receive update regarding the 2017 Founders Day event.

#### **Background Information:**

Staff will update the Parks and Open Space Board regarding the consideration of moving the Founders Day event from October 2017 to April 2018.

With the popularity of Country Christmas, and the decline in volunteerism, staff discussed with the City Council consideration to changing Founders Day to a spring event which would improve the management of these events by better allocating staff resources.

The City's Founders Day event has seen a lot of changes. Over the years, the event has been held at a number of venues and at various times of the year, and has even been skipped a few years. Since 2010 it has become an annual event held in October with City Staff and volunteers coordinating and hosting at the Community Park at City Hall. This family fun afternoon continues to grow in popularity with attendance increasing every year.

Preparation begins months in advance with the planning committee negotiating and securing contracts with the various vendors needed. The committee reaches out to agencies such as local churches, businesses, and non-profits asking for participation through volunteering, hosting a booth, or providing donations.

Staff comes out in full force to support and work this event. Set-up activities begin at 7:00 am, and the day is not concluded until all clean-up is complete around 6:00 pm. Each year it becomes more difficult to get volunteers to make a commitment to assist with the activities of the day.

#### **Attachments/Supporting Documentation:**

NA

#### **Budget/Financial Impact:**

N/A

#### **Recommendation:**

NA

#### **Motion:**

NA