



Agenda

City of Lucas Parks and Open Space Board Meeting

March 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 March 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 February 28, 2017 Parks and Open Space Board regular meeting. (City Secretary Stacy Henderson)
2. Receive update regarding the East Winningkoff Trailhead project. (Development Services Director Joe Hilbourn)
3. Discuss details of the Keep Lucas Beautiful (KLB) program to include:
 - A. KLB affiliate status/annual report update
 - B. KLB annual training requirements
 - C. Keep Texas Beautiful Annual Conference
 - D. KLB Cleanup event assignments(Executive Assistant/Special Projects Coordinator Cathey Bonczar, Development Services Director Joe Hilbourn)
4. Discuss details of the City of Lucas participating in the Scenic City Certification Program. (Executive Assistant/Special Projects Coordinator Cathey Bonczar)
5. Discuss and consider holding quarterly meetings of the Parks and Open Space Board. (Parks Board Member Brenda Rizos)
6. 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 March 24, 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 at least 48 hours prior to the meeting.



City of Lucas

Parks and Open Space Board Request

March 28, 2017

Requester: City Secretary Stacy Henderson

Agenda Item:

Consider approval of the minutes of the February 28, 2017 Parks and Open Space Board regular meeting.

Background Information:

N/A

Attachments/Supporting Documentation:

1. Minutes of the February 28, 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 February 28, 2017 Parks and Open Space Board regular meeting.



Parks and Open Space Board Meeting
February 28, 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
Member Kenneth Patterson
Member Brenda Rizos
Alternate Member Bill Esposito

Staff Present:

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

City Council Liaison

Councilmember Tim Baney

Parks Board Members Absent:

Vice Chairman Chris Vanhorn
Member Amber Patteson
Alternate Member Joanne Doucet

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 January 24, 2017 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 4 to 0 vote.*

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

Development Services Director Joe Hilbourn gave a brief presentation noting that the event would begin at 8:00 am with a safety meeting at the Community Park and routes would be assigned to

volunteers. Lunch would be provided at the end of the event, all supplies had been ordered, and the following streets would be included as part of the cleanup event:

- Blondy Jhune
- W. Lucas Road
- Stinson Road
- Lewis Lane
- Estates Parkway
- Snider Lane (*from Shady Lane to E. Lucas Road will be closed to through traffic from 9:00am to 12:00pm for safety purposes*)
- Brockdale Park and Highland Park

Ms. Rizos noted that she had contacted all the schools to recruit volunteers for the event.

Chairman Rhoads asked that a Parks Board member accompany a team at the cleanup event.

This was a discussion item only; no further action was taken.

3. Receive update regarding the 2017 Founders Day event.

Development Services Director Joe Hilbourn informed the Parks Board that the City Council had voted to move the Founders Day event to April 14, 2018 to allow for additional time between the two City events of Country Christmas and Founders Day. There would be no Founders Day event held in 2017.

This was a discussion item only; no further action was taken.

4. Adjournment.

MOTION: *A motion was made by Ms. Rizos, seconded by Mr. Esposito to adjourn the meeting at 7:15 pm. The motion passed unanimously by a 4 to 0 vote.*

APPROVE:

ATTEST:

David Rhoads, Chairman

Stacy Henderson, City Secretary



City of Lucas

Parks and Open Space Board Request

March 28, 2017

Requester: Development Services Director Joe Hilbourn

Agenda Item:

Receive update regarding the East Winningkoff Trailhead project.

Background Information:

The East Winningkoff Trailhead project is underway. The City has entered into a contract with Modular Connections for the restroom facility, the corral has been completed, and the City will be going out for sealed bids in the next few weeks for the remainder of the project which includes: the pavilion, fencing, septic system, parking lot area, picnic tables and landscaping.

Attachments/Supporting Documentation:

NA

Budget/Financial Impact:

NA

Recommendation:

NA

Motion:

NA



City of Lucas

Parks and Open Space Board Request

March 28, 2017

Requester: Executive Assistant/Special Projects Coordinator Cathey Bonczar
Development Services Director Joe Hilbourn

Agenda Item:

Discuss details of the Keep Lucas Beautiful (KLB) program to include:

- A. KLB affiliate status/annual report update
- B. KLB annual training requirements
- C. Keep Texas Beautiful Annual Conference
- D. KLB Cleanup event assignments

Background Information:

Executive Assistant/Special Projects Coordinator Cathey Bonczar has been appointed to manage the KLB program for the City of Lucas and will provide the Parks and Open Space Board with an update on program activities.

The KLB Cleanup event is scheduled for April 22, 2017 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 included as part of the cleanup event 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.

Staff is seeking clarification regarding Parks Board members that will be participating in the event to assist with assignment locations.



City of Lucas

Parks and Open Space Board Request

March 28, 2017

Requester: Executive Assistant/Special Projects Coordinator Cathey Bonczar
Development Services Director Joe Hilbourn

Attachments/Supporting Documentation:

NA

Budget/Financial Impact:

N/A

Recommendation:

NA

Motion:

NA



City of Lucas

Parks and Open Space Board Request

March 28, 2017

Requester: Executive Assistant/Special Projects Coordinator Cathey Bonczar

Agenda Item:

Discuss details of the City of Lucas participating in the Scenic City Certification Program.

Background Information:

The mission of the Scenic City Certification Program is to support and recognize Texas municipalities that implement high-quality scenic standards for public roadways and public spaces. The Scenic City Certification Program provides a proven, highly-regarded tool to Texas cities for assessment, evaluation, and recognition of infrastructure standards. Any Texas city may apply to the Scenic City Certification Program for an objective, points based review of existing municipal infrastructure ordinances. Every application receives a score sheet evaluation; cities that score at the upper level and demonstrate a landscaping/tree planting program, on premise sign regulations, and prohibition of new billboards may earn Certified Scenic City designation.

Benefits of participation include:

- provides expert third-party evaluation of existing standards
- facilitates internal review and analysis of development plans
- serves as a platform to educate citizens on the impact of local regulations
- fosters community character and civic pride
- enhances economic development efforts

Attachments/Supporting Documentation:

NA

Budget/Financial Impact:

\$749.00 annually for new or recertifying applicant

Recommendation:

NA

Motion:

NA



City of Lucas
Parks and Open Space Board Request
March 28, 2017

Requester: Parks Board Member Brenda Rizos

Agenda Item:

Discuss and consider holding quarterly meetings of the Parks and Open Space Board.

Background Information:

Parks Board Member Brenda Rizos has placed this item on the agenda to discuss moving from holding monthly meetings to holding quarterly meetings of the Parks and Open Space Board.

Attachments/Supporting Documentation:

NA

Budget/Financial Impact:

NA

Recommendation:

NA

Motion:

NA