



Parks and Open Space Board Meeting
March 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
Vice-Chairman Chris Vanhorn
Member Kenneth Patterson
Member Brenda Rizos
Alternate Member Joanne Doucet

Staff Present:

City Manager Joni Clarke
Development Services Director Joe Hilbourn
Executive Assistant/Special Projects
Coordinator Cathey Bonczar

Parks Board Members Absent:

Alternate Member Bill Esposito

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 February 28, 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 5 to 0 vote.*

- 2. Receive update regarding the East Winningkoff Trailhead project.**

Development Services Director Joe Hilbourn provided a project status summary. He noted that the grant had been received, and the restrooms had been ordered and are expected to be delivered in approximately six weeks. The remaining portions of the project were out to bid. Bids are due by April 12, 2017. \$129,000 was budgeted, and the expected completion date for the project is July 2017. The use of an easement received from NTMWD and the connection point to the trail were briefly discussed.

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 informed the Parks Board that she had completed the training requirements for last year, and had filed the annual report as required to maintain the KLB affiliate status for this year. Ms. Bonczar stated she would be attending the Keep Texas Beautiful Annual Conference in San Antonio in June, and asked that the Board advise her of any specific educational sessions that they would like her to focus on while there.

Development Services Director Joe Hilbourn informed the Parks Board that there were currently 14 volunteers signed up for the cleanup event, and would like the Board to attend as well. Supplies including gloves, trash bags, and safety vests for the event had been ordered.

Mr. Patterson informed the Board that he had contacted the Dallas Cowboy organization and attempted to get an autographed picture of Dak Prescott that could be used as a give-away at the cleanup event. Based on how his request was received, he did not expect to receive the picture.

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

Executive Assistant/Special Projects Coordinator Cathey Bonczar informed the Board that the City was applying for the Scenic City Certification. This was the first time the City had applied for this certification. The application is due by April 30. The Board discussed the differences between the KLB membership and the Scenic City Certification. City Manager Joni Clarke and Development Services Director Joe Hilbourn explained the merits of program and the benefits of going through the certification process.

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

Ms. Rizos presented a suggestion for meeting quarterly instead of monthly.

Board Members and City Staff discussed the role and responsibility of the Parks Board, and the relationship between the Board and the City. They reviewed areas where the Board could take on additional projects that are meaningful to the citizens, the possibility of assisting with writing grants, the importance of good communication between the Board and the City, and the Board taking a more active role in creating the agenda.

Chairman Rhoads thought quarterly meetings would be too infrequent for the Board to be effective.

Vice-Chairman Vanhorn suggested they refer to the project list from an earlier meeting, review and prioritize it, and pick one or two projects to work on.

Councilmember Baney suggested that the members view themselves as an advisory Board to Staff. He suggested the Board set an agenda item for their next meeting to discuss the project list. The Board could pick one or two projects from the list to work on and follow the plans from start to finish. This would drive agenda items and create focus for the meetings. The Board can bring project suggestions to staff at any time, and staff will evaluate the project for feasibility of implementation. He suggested the Board take a more active part in supporting Founders Day by having a booth at the event. This gives them the opportunity to let citizens know who they are and what they do, and to listen to citizens about what they would like to see happen.


The Board agreed that they should continue to meet monthly, and that suggestions for agenda items should go to Chairman Rhoads and Vice-Chairman Vanhorn for approval, and then forwarded to City Secretary Stacy Henderson.

City Manager Joni Clarke presented each board member with a copy of the ordinance outlining their goals and structure.

6. Adjournment.


MOTION: *A motion was made by Mr. Vanhorn, seconded by Mr. Patterson to adjourn the meeting at 8:24 pm. The motion passed unanimously by a 5 to 0 vote.*

APPROVE:



David Rhoads, Chairman

ATTEST:



Stacy Henderson, City Secretary

