



Agenda

City of Lucas Parks and Open Space Board Meeting

July 25, 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 July 25, 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

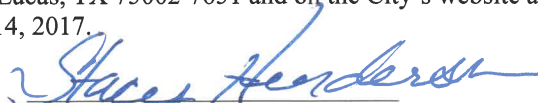
- Roll Call
- Determination of Quorum
- Reminder to turn off or silence cell phones
- Pledge of Allegiance

Regular Agenda

1. Consider approval of the minutes of the June 27, 2017 Parks and Open Space Board regular meeting. **(City Secretary Stacy Henderson)**
2. Presentation by Cathey Bonczar regarding the Keep Texas Beautiful Conference highlights. **(Executive Assistant/Special Projects Coordinator Cathey Bonczar)**
3. Consider prioritization of Parks Board projects based on matrix tool. **(Parks Board Member Ken Patterson)**
4. Update regarding the East Winningkoff Trailhead project. **(Development Services Director Joe Hilbourn)**
5. 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 July 14, 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.



Parks and Open Space Board Meeting
June 27, 2017
7:00 p.m.
City Hall – 665 Country Club Road
Minutes

Call to Order

Vice Chairman Vanhorn called the meeting to order at 7:00 p.m.

Parks Board Members Present:

Vice Chairman Chris Vanhorn
Member Kenneth Patterson
Member Brenda Rizos
Member Bill Esposito
Alternate Member Joanne Doucet

Staff Present:

City Manager Joni Clarke
City Secretary Stacy Henderson
Building Inspector Scott DeJong

City Council Liaison

Councilmember Tim Baney

Parks Board Members Absent:

Chairman David Rhoads

Vice Chairman Vanhorn 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 23, 2017 Parks and Open Space Board regular meeting.**

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

- 2. Update regarding the City of Lucas becoming a Tree City USA community, designating the Parks Board to serve as the Tree Board, in association with taking part in an Arbor Day event.**

Mr. Esposito updated the Board regarding the requirements for becoming a member of Tree City USA. Mr. Esposito discussed the requirement of committing \$2.00 per capita, requiring the City to allocate approximately \$10,000 towards tree planting and maintenance. Items that could be considered as part of the \$2.00 per capita include trimming, watering, planting, and fertilizing of

trees, which the City currently maintains. Mr. Esposito stated that a resolution of commitment was also required to be passed by the City Council. Mr. Esposito stated that he was waiting to receive a confirmation from the local girl scout troop as to their interest in participating in an Arbor Day event again this year. This event would also qualify towards the \$2.00 per capita requirement associated with Tree City USA.

The Board discussed setting a date for the Arbor Day that coincides with the City's Fall Clean Up event.

MOTION: A motion was made by Ms. Rizos, seconded by Mr. Esposito to approve an Arbor Day celebration for November 4, 2017. The motion passed unanimously by a 5 to 0 vote.

Vice Chairman Vanhorn moved to Agenda Item No. 7 at this time.

7. Update regarding neighborhood feedback related to Forest Creek Park located on Orchard Gap

Agnes Sztajnert, 1910 Northfork, stated that there were many families in the neighborhood and surrounding neighborhoods that use the park as a place to gather and for their kids to play together. Ms. Sztajnert stated that the park currently doesn't have sufficient lighting which draws graffiti and vandalism to the area. She also noted that the neighbors are in support of cleaning up the park and assist the City anyway they can.

Building Inspector Scott DeJong stated that some work had already been completed at the park including removing the gazebo and installing a new gazebo, removing graffiti, and cleanup of gravel and sand at the landing areas. Mr. DeJong stated that the following items are recommended to be updated or installed at the park:

- Paint existing equipment
- Remove three separate play areas and create two play areas
- Remove edging and let play area naturally taper off
- Weatherproof existing hose bibs
- Trim trees and underbrush
- Remove upright poles and install either volleyball, tennis or basketball courts for the future

Mr. DeJong stated that the outlined repairs and improvements would cost approximately \$35,000.

City Manager Joni Clarke stated that any safety items were being repaired immediately. Ms. Clarke noted that signage would be posted at the park stating park hours and additional patrols around the park area would be conducted by the Collin County Deputy. Ms. Clarke also noted that lighting and security cameras would be added to the park to curtail vandalism and additional funds were being requested in the 2017-18 fiscal year budget to address the remainder of the items.

The Board noted that they would like to see plans for the park improvements once drafted.

MOTION: A motion was made by Ms. Rizos, seconded by Mr. Esposito to move forward with the items to be addressed at the park. The motion passed unanimously by a 5 to 0 vote.

Vice Chairman Vanhorn moved to Agenda Item No. 3 at this time.

3. Discuss trail network and possible trail connections and provide feedback from the Cities of Allen and Fairview.

Vice Chairman Vanhorn explained that he spoke with the City of Allen and they were interested extending trails between Lucas and Allen. Mr. Vanhorn stated that he did not hear back from the City of Fairview.

Ms. Rizos discussed the need to keep horse trails separate from pedestrian/biking trails for safety purposes.

The Parks Board discussed creating a plan that serves all citizens of Lucas, outlining horse trails as well as pedestrian/bike trails, color coding the Trails map for those purposes, and working on specific areas at a time.

The Parks Board and City Manager Joni Clarke reviewed the Trails Map and discussed certain areas to be considered.

MOTION: A motion was made by Mr. Esposito, seconded by Mr. Patterson to work on the segment of trail south of Willow Springs to Stinson Road. The motion passed unanimously by a 5 to 0 vote.

4. Consider establishing a fall clean-up event and possible dates.

MOTION: A motion was made by Vice Chairman Vanhorn, seconded by Mr. Patterson to designate November 4, 2017 as the City's Fall Clean-Up Event. The motion passed unanimously by a 5 to 0 vote.

5. Update on expansion of the Lucas Community Park

Building Inspector Scott DeJong gave a presentation discussing possible expansion of the Community Park. He stated that the only option to expand involved the property owners at the south end of the park selling a portion of their property. Mr. DeJong stated that staff had not yet approached the property owners to gauge interest in selling a half-acre of full acre of their property.

MOTION: A motion was made by Ms. Rizos, seconded by Mr. Patterson to approve buying one-acre from each of the property owners on the south end of the Community Park should they be interested in selling a portion of their property. The motion passed unanimously by a 5 to 0 vote.

6. Update regarding the East Winningkoff Trailhead project.

Building Inspector Scott DeJong discussed with the Board the progress on the East Winningkoff Trailhead project that included the clearing and trimming of trees and underbrush, haul off of debris and components for the bathroom facilities would be delivered on July 31.

The Board discussed the driveway entrance to the trailhead that was currently designed at 15 to 18 feet wide may be too small for trailer traffic, and widening of the driveway may be needed.

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

8. Consider possible park projects, establish criteria for evaluation and prioritize projects based on previously discussed matrix tool.

Parks Board Member Ken Patterson discussed with the Board the prioritization list created for outlining Board projects. Mr. Patterson asked the Board to review the projects and bring their prioritized list to the July meeting for review by the Board.

9. Discuss Fiscal Year 17/18 Parks Board budget

City Manager Joni Clarke stated that \$3,000 had been proposed in the 17/18 budget for the Keep Texas Beautiful conference as well as funds budgeted for Founders Day and Country Christmas. Ms. Clarke noted that the proposed budget does not include any funding for acquisition of land or trail improvements.

10. Adjournment.

MOTION: A motion was made by Ms. Rizos, seconded by Mr. Patterson to adjourn the meeting at 8:22 pm. The motion passed unanimously by a 5 to 0 vote.

APPROVE:

ATTEST:

Chris Vanhorn, Vice Chairman

Stacy Henderson, City Secretary

Prioritization of Parks and Open Space Board Projects

Board Member _____

Criteria Weight				
7	5	5	5	
Scoring Criteria				
City Ordinance	Comp. Plan			Total Score
	Goal 1	Goal 2	Goal 3	
A				0
B				0
C				0
D				0
E				0
F				0
G				0
H				0
I				0
J				0
K				0
L				0
M				0
N				0
O				0
P				0
Q				0
R				0
S				0
T				0

Project
A Annually Review: Comp Plan, Park Rules and Park Fees
B Educational Seminars (Beekeeping, Rain Barrel, Water Conservation)
C Texas Arbor Day
D Founders Day
E Service Tree Program
F Keep Lucas Beautiful 1
G Keep Lucas Beautiful 2 (Fall Cleanup)
H Holiday Lighting Event (Country Christmas)
I Scarecrow Event
J Tree City USA
K Expansion of Lucas Community Park
L East Winningkoff Trail Head Project
M Forest Creek Neighborhood (Orchard) Park Recommendation
N Adopt a Highway
O Toys For Tots
P
Q
R
S
T

Projects may be scored 0 thru 8.