



Agenda

City of Lucas Parks and Open Space Board Meeting August 22, 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 August 22, 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 July 25, 2017 Parks and Open Space Board regular meeting. (City Secretary Stacy Henderson)
2. Receive presentation from Kathleen LoSopio regarding Tree City USA participation and the City's Arbor Day Event. (Chairman David Rhoads)
3. Consider prioritization of Parks Board projects. (Parks Board Member Ken Patterson)
4. Discuss the Trails Master Plan update, including the Lakeview Downs trail alignment, and consider the location of proposed trails and the use of each segment. (Parks Board Member Brenda Rizos, Development Services Director Joe Hilbourn)
5. Discuss the East Winningkoff Trailhead Grand Opening. (Development Services Director Joe Hilbourn)
6. Discuss conducting a Scarecrow Contest for 2017, procedures and website details. (Parks Board)
7. Review the Fiscal Year 2017-2018 proposed budget and expenditures. (City Manager Joni Clarke)
8. Discuss participating in a Lake Lavon Cleanup event. (Parks Board Member Brenda Rizos)
9. 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 August 18, 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

August 22, 2017

Requester: City Secretary Stacy Henderson

Agenda Item:

Consider approval of the minutes of the July 25, 2017 Parks and Open Space Board regular meeting.

Background Information:

N/A

Attachments/Supporting Documentation:

1. Minutes of the August 22, 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 August 22, 2017 Parks and Open Space Board regular meeting.



Parks and Open Space Board Meeting
July 25, 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 Bill Esposito

Staff Present:

Development Services Director Joe Hilbourn
City Secretary Stacy Henderson
Special Projects Coordinator Cathey Bonczar

Parks Board Members Absent:

Member Brenda Rizos
Alternate Member Joanne Doucet

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 June 27, 2017 Parks and Open Space Board regular meeting.**

MOTION: A motion was made by Vice Chairman Vanhorn, seconded by Mr. Esposito to approve the minutes as presented. The motion passed unanimously by a 4 to 0 vote.

- 2. Presentation by Cathey Bonczar regarding the Keep Texas Beautiful Conference highlights.**

Special Projects Coordinator Cathey Bonczar discussed the highlights from the Keep Texas Beautiful conference she attended in June 2017. Ms. Bonczar discussed the organizations mission and educational sessions that were attended. She also discussed opportunities available to apply for various awards and funding through the Keep Texas Beautiful program and outlined several submissions that had received awards and their efforts.

Ms. Bonczar discussed the importance of the City branding the Keep Lucas Beautiful program and creating a Keep Lucas Beautiful logo. Ms. Bonczar displayed photographs from other cities such as Hutto and Salado that had completed various beautification efforts throughout their city.

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

3. Consider prioritization of Parks Board projects based on a matrix tool.

Parks Board Member Ken Patterson discussed with the Board the scoring criteria used for grading the projects outlined and the best way to rank those projects.

The Board agreed to add the Parks Trail System, Phase 1, 2 and 3 as projects to be included on the list.

Vice Chairman Vanhorn discussed assigning a Parks Board member as a liaison to a project once the prioritization list had been established.

The Parks Board members prioritized and ranked the project listing and turned their information into City Secretary Stacy Henderson for compilation to be discussed at the August Parks Board meeting.

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

4. Update regarding the East Winningkoff Trailhead project.

Development Services Director Joe Hilbourn stated that the tree line had been trimmed and brush had been removed and components for the bathroom facilities would be delivered on July 31.

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

5. Adjournment.

MOTION: A motion was made by Vice Chairman Vanhorn, seconded by Mr. Esposito to adjourn the meeting at 7:45 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

August 22, 2017

Requester: Chairman David Rhoads

Agenda Item:

Receive presentation from Kathleen LoSopio regarding Tree City USA participation and the City's Arbor Day Event.

Background Information:

Kathleen LoSopio, Master Gardener, would like to discuss with the Parks Board participation in the Tree City USA program and the City's Arbor Day event scheduled for November 4.

Attachments/Supporting Documentation:

NA

Budget/Financial Impact:

NA

Recommendation:

NA

Motion:

NA



City of Lucas

Parks and Open Space Board Request

August 22, 2017

Requester: Parks Board Member Ken Patterson

Agenda Item:

Consider prioritization of Parks Board projects.

Background Information:

Parks Board Member Ken Patterson will review the results of the project prioritization using the matrix tool.

Attachments/Supporting Documentation:

1. Prioritization list results

Budget/Financial Impact:

NA

Recommendation:

NA

Motion:

NA

Prioritization of Parks and Open Space Board Projects

Board Member: _____

Board Member: _____		Criteria Weight																																
		7						5						5						5														
		Scoring Criteria																																
		City Ordinance								Comprehensive Plan																								
Projects (Sorted By July Ranking)		Draft Priority	Educational & community outreach programs; Review Park fees, Park rules, budget proposals, POS Comp Plan, beautification projects, coordinate special events that provide a sense of community spirit and enjoyment.						Goal 1 Preserve natural environment and native ecosystems.						Goal 2 Provide Trail System Plan to include green belt & open space that is compatible with the environment & residential neighborhoods.						Goal 3 Develop and maintain the new Lucas Parks and Open Space system.													
			Criteria Draft Priority	Chris	Bill	David	Brenda	Joanne	Ken	Criteria Draft Priority	Chris	Bill	David	Brenda	Joanne	Ken	Criteria Draft Priority	Chris	Bill	David	Brenda	Joanne	Ken	Criteria Draft Priority	Chris	Bill	David	Brenda	Joanne	Ken				
A	Trail Development Phase 1	617	147	56	56	0				35	150	40	40	40				30	160	40	40	40				40	160	40	40	40				40
B	East Winningkoff Trail Head	550	140	49	49	0				42	140	35	30	40				35	145	40	30	40				35	135	40	30	30				35
C	Keep Lucas Beautiful 1	514	154	49	49	0				56	150	40	35	35				40	70	0	30	0				40	140	40	30	30				40
D	Annually Review: Comp Plan, Park Rules and Park Fees	497	217	49	56	56				56	100	20	40	0				40	80	0	40	0				40	100	20	40	0				40
E	Forest Creek Neighborhood (Orchard) Park Recommendation	496	126	35	49	0				42	120	20	30	35				35	110	20	30	35				25	140	40	30	35				35
F	Expansion of Lucas Community Park	491	126	35	49	0				42	115	20	30	40				25	115	20	30	40				25	135	40	30	40				25
G	Texas Arbor Day	490	140	35	49	0				56	130	40	35	15				40	85	0	35	20				30	130	40	35	15				40
H	Keep Lucas Beautiful 2 (Fall Cleanup)	465	140	49	49	0				42	140	40	35	35				30	55	0	30	0				25	130	40	30	30				30
I	Tree City USA	392	132	35	49	0				48	100	40	35	0				25	60	0	35	0				25	100	40	35	0				25
J	Service Tree Program	353	98	14	42	0				42	115	20	30	40				25	25	0	0	0				25	115	40	30	20				25
K	Trail Development Phase 2	337	77	56	0	0				21	90	40	0	20				30	85	40	0	20				25	85	40	0	20				25
L	Adopt a Highway	321	91	14	35	0				42	110	40	25	15				30	60	20	25	0				15	60	20	25	0				15
M	Trail Development Phase 3	308	63	56	0	0				7	85	40	0	15				30	80	40	0	15				25	80	40	0	15				25
N	Founders Day	281	126	35	49	0				42	55	0	10	15				30	25	0	0	0				25	75	0	25	20				30
O	Holiday Lighting Event	263	98	28	28	0				42	70	0	10	40				20	30	0	10	0				20	65	0	10	35				20
P	Educational Seminars	240	70	0	14	0				56	55	0	0	15				40	55	0	0	15				40	60	0	0	20				40
Q	Scarecrow Event	193	63	0	28	0				35	45	0	10	15				20	55	0	10	25				20	30	0	10	0				20
R	Toys for Tots	163	63	0	28	0				35	40	0	15	0				25	30	0	15	0				15	30	0	15	0				15
		6971	2071							1810							1325							1760										



City of Lucas

Parks and Open Space Board Request

August 22, 2017

Requester: Parks Board Member Brenda Rizos
Development Services Director Joe Hilbourn

Agenda Item:

Discuss the Trails Master Plan update, including the Lakeview Downs trail alignment, and consider the location of proposed trails and the use of each segment.

Background Information:

The Lakeview Downs subdivision on Snider Lane is about to start land development. There is an existing portion of the Trinity Trails that goes through the proposed development. As part of the approved plat, Staff required easements from the developer to continue the trail through the development.

As the City reviews the Trails Master Plan and to better clarify how the trails should be used, Staff is seeking feedback regarding specific trail segments and the population it intends to serve including:

1. Pedestrian
2. Equestrian
3. Bicyclists

Attachments/Supporting Documentation:

1. Trails Master Plan Map
2. Lakeview Downs Trail Easement

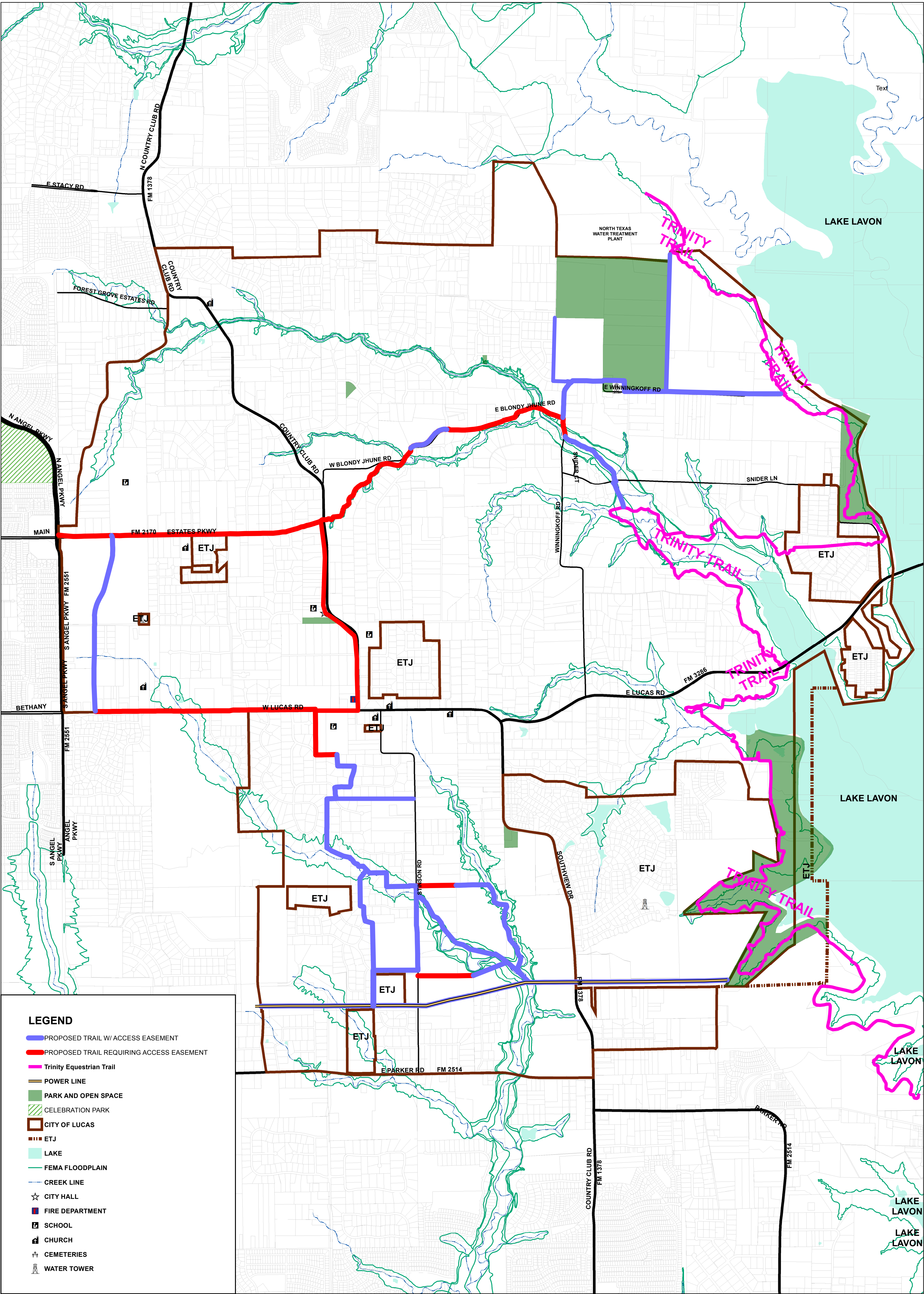
Budget/Financial Impact:

NA

Recommendation:

NA

Motion:



7/25/17

[illegible]

2nd Angle	Chert	Ch. Det.
15°00'	N 43°33'57" W	94.90
12°30'	S 21°48'00" E	91.71
8°30'	N 25°24'31" E	79.57
8°04'	S 40°52'12" E	186.99
7°36'	S 13°53'28" W	97.57
16°25'	S 20°22'26" W	86.45
13°44'	N 20°39'44" E	61.59
9°40'	N 04°58'14" E	32.60
9°00'	N 11°35'05" E	45.34
17°02'	S 89°44'05" W	74.19
17°48'	S 65°09'13" W	86.29
16°00'	N 08°03'10" E	43.87



City of Lucas
Parks and Open Space Board Agenda Request
August 22, 2017

Requester: Development Services Director Joe Hilbourn

Agenda Item:

Discuss the East Winningkoff Trailhead Grand Opening.

Background Information:

A grand opening/ribbon cutting ceremony has been scheduled for the East Winningkoff Trailhead on October 28, 2017 at 8:00 am. Horses are encouraged to participate!

Attachments/Supporting Documentation:

NA

Budget/Financial Impact:

NA

Recommendation:

NA

Motion:

NA



City of Lucas

Parks and Open Space Board Request

August 22, 2017

Requester: Parks Board

Agenda Item:

Discuss conducting a Scarecrow Contest for 2017, procedures and website details.

Background Information:

This will be the third year for the Scarecrow Contest. In 2015, there were 16 entries into the contest. In 2016, there were 12 entries in the contest with two of those from City Hall. With Founders Day now being held in April and the project prioritization list complete, evaluation of the contest and procedures should be considered.

The following items should be reviewed:

1. Date of contest
2. Registration time frame
3. Review of website pages
4. Judge's criteria
5. On-line application form
6. Take the Tour website page
7. Parks Board judging procedures
8. Award participation and notification (this occurred at Founders day previously)
9. Advertising of event

Attachments/Supporting Documentation:

NA

Budget/Financial Impact:

NA

Recommendation:

NA

Motion:

NA



City of Lucas

Parks and Open Space Board Request

August 22, 2017

Requester: City Manager Joni Clarke

Agenda Item:

Review the Fiscal Year 2017-2018 proposed budget and expenditures.

Background Information:

The Fiscal Year 2017-2018 proposed budget for Parks includes expenditures for Founders Day, Keep Lucas Beautiful, Country Christmas and the Service Tree Program. Park improvements include funding for Forest Creek Park; Kenneth Lewis Park; and trail improvements at Willow Springs Middle School to Stinson Road, in the amount of \$95,000. In addition, in the Engineering budget, \$85,500 is allocated for mowing the City's parks and rights-of-way.

Attachments/Supporting Documentation:

NA

Budget/Financial Impact:

NA

Recommendation:

NA

Motion:

NA

11 -GENERAL FUND PARKS DEPARTMENT DEPARTMENTAL EXPENDITURES		2015-2016 FISCAL YEAR ACTUAL	2016-2017 ORIGINAL BUDGET	2016-2017 AMENDED BUDGET	2017-2018 PROPOSED BUDGET	DESCRIPTION
PERSONNEL SERVICES						
6211-103	SALARIES - TEMP PART - TIME	9,363	33,280	33,280	37,440	3 summer positions
6211-111	OVERTIME					
6211-112	WORKERS COMP	356	975	975	1,250	
6211-127	MEDICARE	136	500	500	600	
TOTAL PERSONNEL SERVICES		9,855	34,755	34,755	39,290	
MAINTENANCE & REPAIR						
6211-233	EQUIPMENT MAINTENANCE	2,231	3,000	3,000	3,000	
TOTAL MAINTENANCE & REPAIR		2,231	3,000	3,000	3,000	
PURCHASED SERVICES						
6211-322	CONTRACTS OTHER (MOWING)	67,190	0	0		See 6209-322
6211-331	UTILITIES, ELECTRIC	1,277	2,000	2,000	2,000	
6211-333	UTILITIES, WATER	5,642	10,000	10,000	10,000	
6211-346	EQUIPMENT RENTAL		0	0	0	
TOTAL PURCHASED SERVICES		74,109	12,000	12,000	12,000	
SPECIAL EVENTS						
6211-444	FOUNDERS DAY	16,391	25,000	30,000	30,000	
6211-445	SERVICE TREE PROGRAM	1,322	3,000	3,000	3,000	
6211-446	KEEP LUCAS BEAUTIFUL	0	7,500	7,500	3,500	See Detail Listing
6211-447	COUNTRY CHRISTMAS	2,500	3,500	3,500	10,000	
TOTAL SPECIAL EVENTS		20,213	39,000	44,000	46,500	
NON-CAPITAL OUTLAY						
6211-417	PARK IMPROVEMENTS	0	2,500	2,500	0	
TOTAL NON- CAPITAL OUTLAY		0	2,500	2,500	0	
CAPITAL OUTLAY						
8211-417	PARK IMPROVEMENTS	0			95,000	See Detail Listing
TOTAL CAPITAL OUTLAY		0	0	0	95,000	
TOTAL PARKS		106,408	91,255	96,255	195,790	

CITY OF LUCAS
FISCAL YEAR 2017-2018
EXPENSE DETAIL

ACCOUNT NAME

Park Improvements

ACCOUNT NUMBER

8211-417

DEPARTMENT

Public Works/Parks

DESCRIPTION	DATE OF SERVICE	PURPOSE	COST
Cedar Pavilion, 30 X 20, gravel foundation	01-Feb-18	Replace existing covered sitting area that has become dilapidated (Forest Creek Park)	\$20,000.00
Mulch	01-Feb-18	Replace existing gravel/sand safety land areas for children (Forest Creek Park)	\$1,500.00
Paint	01-Feb-18	Repaint existing equipment do to fading and minor graffiti (Forest Creek Park)	\$2,000.00
Picnic Tables or Benches	01-Feb-18	Seating areas for the pavilion (Forest Creek Park)	\$500.00
Tree Trimming	01-Feb-18	Trim trees around power lines (Forest Creek Park)	\$1,000.00
Soccer Goals	01-Feb-18	Kenneth Lewis Park	\$1,000.00
Volleyball Court	01-Feb-18	Kenneth Lewis Park	\$1,000.00
Basketball Court	01-Feb-18	Kenneth Lewis Park	\$7,000.00
Lighting	01-Feb-18	Kenneth Lewis Park	\$500.00
Signage	01-Feb-18	Kenneth Lewis Park	\$500.00
Landscape Improvements	Various	Improve Landscaping at various city parks	\$10,000.00
Trail Improvements	Various	Willow Springs Middle School to Stinson Rd	\$50,000.00
TOTAL BUDGET			\$95,000.00

EXPENSE DETAIL

Keep Lucas Beautiful

11-6211-446

Parks

SERVICE PROVIDER	DATE OF SERVICE	DESCRIPTION	PURPOSE	TYPE	COST
Membership/Annual Fees	Annual				\$ 100.00
Conference	Annual	Two attendees			\$ 3,000.00
Webinars					\$ 400.00
TOTAL BUDGET					\$ 3,500.00



City of Lucas

Parks and Open Space Board Request

August 22, 2017

Requester: Parks Board Member Brenda Rizos

Agenda Item:

Discuss participating in a Lake Lavon Cleanup event.

Background Information:

A group of volunteers has been organized to address litter at Lake Lavon and to encourage others to participate in addressing this issue. The Lake Lavon Cleanup group has partnered with the United States Army Corp of Engineers, Lovejoy ISD and the Collin County Sheriff's Office in their efforts to clean up the shoreline along Lake Lavon.

This may be an opportunity to support another group of volunteers who are advocating clean up of our public lands and promote an anti-litter culture.

Attachments/Supporting Documentation:

NA

Budget/Financial Impact:

NA

Recommendation:

NA

Motion:

NA

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Concerned residents fed up with trash, clean up Lake Lavon

Volunteers want to educate and inspire pride in rural lakes



KELSEY SAMUELS

ksamuels@starlocalmedia.com

Aside from being a North Texas water source, Lake Lavon is a great place for boating, hiking and camping. David Grote of Allen said he and his friends frequent the lake for its seclusion and excellent catfishing.

But lately, the natural beauty of Lake Lavon is being overshadowed by abandoned beer bottles, cans, paper plates and trash of all kinds.

"It's a problem we've been fighting for years," said James Murphy, deputy operations manager for the U.S. Army Corps of Engineers.

Murphy said the biggest trash problem occurs in more rural areas where residents tend to illegally dump household trash on public lands. Typically around spring cleaning and back to school times, the trash really piles up.

"If you go to the point where you can't even go to the lake without wearing lake shoes because there are so many broken bottles out there," Grote said. And even though he and his friends clean up the shores when they



PHOTO COURTESY OF LAKE LAVON CLEAN UP

Volunteers collect trash Tickney Creek Park at Lake Lavon. The Facebook group, Lake Lavon Clean Up, organized a group of concerned residents to clean up their lake.

for a clean lake experience. And he was right. Residents from all over North Texas immediately began to like, comment, share and post pictures of trash along the shoreline, next to picnic tables and near the parks.

Under a picture of a trash lining the lakeshore, Linda L Sellers Mahan commented, "Why would anyone do this?" where Jay Browne responded, "Because they don't care. It's not their home lake and it's laziness." Under a picture of trash, plastic cups and crumpled napkins at a picnic set, Terry Gene Blagburn commented, "There never has and never will be an

excuse for this crap." In about a week, the page garnered over 300 conversations about the group and over 100 page likes. After setting up the page on Wednesday, they organized their first volunteer cleanup on Sunday to clean up Tickney Creek Park. In less than an hour, they spanned half an acre and collected about eight trash bags of beer bottles, beer cans, paper plates, chip wrappers, plastic cups and more.

"It's a lot of picnic items. People will come out there and have picnics and celebrations and just leave their stuff," Grote said.

The Corps has contractors and volunteer cleaners stationed at most recreational lakes like Lake Lewisville, Lake Ray Hubbard and others; however, it's the rural, remote areas where trash is typically a problem. Yes, the occasional park visitor will throw a bottle or a can out there, but we have volunteers and we have cleaning contracts who clean up those items in the recreational areas," he said. "But it's 121 miles of shoreline. We can't be all places at all times."

There's no shortage of trashcans near trails, campsites and parks, so groups like Lake Lavon Clean Up are working to educate more residents on the importance of cleaning their area.

"Try to do some proactive management out there, so hopefully between community outreach and more community involvement, we can [reduce] the trash problem. That's my goal," he said.

The Corps has partnered with the Collin County Sheriff's Office to crack down on illegal dumping, as well community members. Love Joy ISD has been a cleanup partner for over a decade along with other volunteer groups. "We can take all the help we can get," he said.