



Agenda

City of Lucas Parks and Open Space Board Meeting April 24, 2018

7:00 PM

City Hall - 665 Country Club Road – Lucas, Texas

Notice is hereby given that a meeting of the Parks and Open Space Board will be held on Thursday, April 24, 2018 at 7:00 pm at Lucas City Hall, located at 665 Country Club Road, Lucas, Texas 75002-7651 at which time the following agenda will be discussed.

Call to Order

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

Regular Agenda

1. Consider approving the minutes of the January 23, 2018 Parks and Open Space Board meeting. (City Secretary Stacy Henderson)
2. Conduct an annual review of the following:
 - City's Comprehensive Plan, Chapter 6 Parks and Open Space
 - Trails map
 - Park rules and fees (Development Services Director Joe Hilbourn)
3. Consider details of the Scarecrow Contest and provide a recommendation for updating the event or considering an alternative community event. (Parks Board Members Debra Guillemaud and Tommy DeWitt)
4. Consider holding a Texas Arbor Day event and schedule a date. (Parks Board Member Bill Esposito)
5. Discuss Keep Lucas Beautiful Spring Clean-up Event. (Special Projects Coordinator Cathey Bonczar)
6. Provide after action report on the Founders Day 2018 event. (Special Projects Coordinator Cathey Bonczar)
7. Update on improvements to the Lucas Community Park, East Winningkoff Trailhead, Kenneth R. Lewis Park, and Forest Creek Park. (Development Services Director Joe Hilbourn)
8. Adjournment.

Certification

I do 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 and on the City's website at www.lucastexas.us on or before 5:00 p.m. on April 20, 2018.

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

April 24, 2018

Requester: City Secretary Stacy Henderson

Agenda Item Request

Consider approving the minutes of the January 23, 2018 Parks and Open Space Board meeting.

Background Information

NA

Attachments/Supporting Documentation

1. January 23, 2018 Parks and Open Space Board minutes

Budget/Financial Impact

NA

Recommendation

NA

Motion

I make a motion to approve the minutes of the January 23, 2018 Parks and Open Space Board meeting.



Parks and Open Space Board Meeting
January 23, 2018
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
Alternate Member Tommy Dewitt
Alternate Member Debra Guillemaud

Staff Present:

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

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. Appoint Chairman and Vice Chairman of the Parks and Open Space Board to serve for a period of one year with a term ending December 31, 2018.**

MOTION: A motion was made by Mr. Esposito, seconded by Mr. Patterson to nominate 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 Mr. Esposito, seconded by Mr. Patterson to nominate Chris Vanhorn as Vice Chairman of the Parks and Open Space Board. The motion passed unanimously by a 5 to 0 vote.

- 2. Consider approval of the minutes of the October 24, 2017 Parks and Open Space Board regular meeting.**

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

3. Review the Parks and Open Space Board 2018 Planning Calendar and establish a regular meeting schedule.

City Manager Joni Clarke discussed the task list created by the Parks and Open Space Board at their October meeting and stated that a planning calendar had been formulated using the task list to outline a quarterly meeting schedule. Ms. Clarke noted that outlining tasks on the planning calendar ensures deadlines were being met.

MOTION: A motion was made by Vice Chairman Vanhorn, seconded by Mr. Patterson to approve the meeting dates outlined in the quarterly schedule. The motion passed unanimously by a 5 to 0 vote.

4. Provide update regarding the 2018 Founders Day event.

Special Projects Coordinator Cathey Bonczar gave an update regarding Founders Day activities. She noted new events at Founders Day included a photo booth, the Collin County Sheriff's office patrol vehicle on display, and games and obstacle courses for the kids. Ms. Bonczar discussed parking and shuttle service that would be offered this year from Willow Springs Middle School to the event, and canvas bags and wildflower seeds would be given out.

There was no formal action taken on this item, it was for discussion purposes only.

5. Discuss details of the Keep Lucas Beautiful Spring clean-up event proposed for May 12, 2018.

Special Projects Coordinator Cathey Bonczar stated that the City was proposing two clean up events for the year, with the first being May 12, 2018. Ms. Bonczar stated that staff will purchase all the necessary items and have those available at the event.

There was no formal action taken on this item, it was for discussion purposes only.

6. Provide update regarding the 2017 Scarecrow Contest and determine if the Scarecrow Contest should remain as part of the 2018 Parks Board projects.

Parks Board member Ken Patterson stated that the City had conducted the Scarecrow Contest for the last three years, noting the first year the City had 16 participants, and the past year only had five participants. Mr. Patterson stated that posters were distributed to local schools and businesses, but none participated. Mr. Patterson asked the newest board members, Mr. Dewitt and Ms. Guillemaud to review the Scarecrow program and determine if the program should be eliminated from the Boards project schedule or if it could be revamped.

This item will be placed on the planning calendar for April to discuss further. No formal action was taken.

7. Consider applying for the Tree City USA certification in 2018.

Special Projects Coordinator Cathey Bonczar discussed aspects of the certification process. She noted that the City had met several requirements for certification but did not meet the tree care

ordinance requirement related to caring for trees in public space, nor did the City have a certified Urban Forester on staff. Ms. Bonczar stated that City staff was reviewing the tree care ordinance to determine if the City can meet all the criteria.

The Parks Board discussed how to properly maintain trees in public spaces and suggested staff review other cities tree care ordinances to determine if this requirement could be met.

There was no formal action taken on this item, it was for discussion purposes only.

8. Provide update regarding park improvements to the Lucas Community Park, East Winningkoff Trailhead, Kenneth R. Lewis Park, and Forest Creek Park.

Development Services Director Joe Hilbourn discussed updates that were occurring at the various parks throughout the City that included tree maintenance, new plant material and landscaping, as well as updates to the scoreboard and dugout at Kenneth R. Lewis Park. Mr. Hilbourn stated that Forest Creek Park would have their swing set painted, the pavilion replaced, and a volleyball or basketball court added depending on funds available.

There was no formal action taken on this item, it was for discussion purposes only.

9. Adjournment.

MOTION: A motion was made by Vice Chairman Vanhorn, seconded by Mr. Patterson to adjourn the meeting at 7:57 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

April 24, 2018

Requester: Development Services Director Joe Hilbourn

Agenda Item Request

Conduct an annual review of the following:

- City's Comprehensive Plan, Chapter 6 Parks and Open Space
- Trails map
- Park rules and fees

Background Information

The Comprehensive Plan should be reviewed annually to reflect changes in the community. The items to be considered for review include Chapter 6 relating to parks and trails.

Attachments/Supporting Documentation

1. Chapter 6 of the Comprehensive Plan
2. Trails Map
3. Parks rules and fees

Budget/Financial Impact

NA

Recommendation

NA

Motion

NA

PARKS, RECREATION AND OPEN SPACE

INTRODUCTION PARKS, OPEN SPACE, AND TRAILS



The amount and quality of parks and open space within a community are often cited as important elements of local quality of life. Lucas has recognized this fact through an adopted Park Plan and a park dedication ordinance. Lucas is a unique community with large lots and open spaces naturally throughout the city. The city's entire eastern boundary is located on the shores of Lake Lavon, with natural waterways through the city for storm water run-off.

Due to the unique features of Lucas and the large lots and natural open spaces, parks are not as important to the city as they are to surrounding communities. With input from the community, Boards, council, and staff it was decided that existing parks with the exception of the future potential to expand existing facilities especially at the community park located next to city hall, that we have adequate parks facilities. The city should concentrate on expanding existing equestrian and hiking trails adjacent to the city on US Army Corps of Engineering property and throughout the city.

COMMUNITY COMPOSITION

The City of Lucas contains a total land area of approximately 9,856 acres. Approximately 74 percent (about 7,285 acres) of the land within the existing City is developed, while the remaining acreage is vacant or being used for some agricultural related purpose. Lucas currently has six parks (153 acres) utilized as parkland and has no planned or designated open space system. In addition the City of Lucas is located immediately adjacent to Lake Lavon, which provides opportunities for water based recreational activities, trails and open spaces.

PREVIOUS PARKS AND OPEN SPACE STUDIES

The City of Lucas historically has had common visions for development of Parks & Open Space. Previous studies performed date back to 2001 when community planning involved City officials interacting with the citizens in the form of Town Hall meetings and questionnaires intended to gather preferences and opinions about parks and open space in the City. Preferences and opinions came from a sample of the population voicing a variety of choices. A 2001 study entitled "Lucas Parks and Open Space Master Plan" presented a detailed analysis of the park system, open spaces, possible programs and recreational opportunities available, and the detailed history of lands in the City. The study also painted an overall picture of the City's situation regarding these issues,



described a strategy in which to develop a parks and open space master plan, and established goals and objectives outlining means to implement the proposed plan. Additional study was performed as a part of the 2004 City of Lucas Comprehensive plan which included an evaluation of the parks and recreational opportunities in the City and the current opportunities available and existing facilities available.

In 2015, the City hosted several Town Hall meetings to provide forum to receive feedback from citizens and to address the parks, recreation, and open space needs. The town hall meetings, previous study, and ongoing changes to parks and recreation in the region will serve as a backdrop in describing the current opportunities as they exist today.

EXISTING PARKS AND OPEN SPACE

Over the years, the City of Lucas has developed 4 parks and preserved open space in accordance with community planning efforts. The existing parks and open space include Brockdale and Highland Park currently operated by the Army Corps of engineers, and one private park located in the Stonegate sub-division making a total of 6 parks in the city and they are described and evaluated as follows.

BROCKDALE PARK

Brockdale Park was established in 2005 and is located at east edge of City of Lucas immediately next to Lake Lavon. Brockdale Park is 127 acres and has several amenities that have been developed and includes The Blackland Prairie Raptor Center that is located in the middle section of the park. This center is a nonprofit, rehabilitation and conservation education organization. The mission of this organization is to preserve the environment through public education and conservation of birds of prey and wildlife in their natural habitat.

KENNETH R. LEWIS PARK

Kenneth R. Lewis Park is located adjacent to FM 1378 (Southview Dr.), near the southern side of the City. The park is approximately 5 acres and offers baseball/softball field and soccer field. About two thirds of the park is open space and undeveloped for use with other activities.

LUCAS COMMUNITY PARK AT CITY HALL

The Lucas Community Park at City Hall is directly adjacent to the southern side of City Hall Parking Lot. The park is approximately 3 acres and offers a 5-foot wide concrete sidewalk that circulates the park and a pavilion for picnics and barbeques for the City residents of Lucas, and a large playground including multiple slides and climbing areas. The park also boasts a community center with rooms available to



residents at no cost. The parking area provided for the City Hall can be also utilized for the community park.

HIGHLAND PARK

Highland Park is located at Northeast edge of the city just off Snider Lane. This park is approximately 59 acres and has minimal services. Highland Park provides a boat ramp at the north end of the park for boating and fishing activities on Lake Lavon. The ramp is concrete with ample parking for trailers and vehicles. Entrance to the boat ramp area is via Highland Park Road. Available facilities at this park include the following: a parking area, boat ramp, and restrooms.

As with Brockdale Park, the Trinity Trail passes through the Highland Park. There is a trailhead existing at this park that serves as a point for riders to unload and load their horses with an entrance area on Highland Park Road. The Trinity trail continues north past the limit of Highland Park to the north end of City of Lucas limit near the North Texas Municipal Water District Treatment Plant as previously discussed. Available facilities at the trailhead in Highland Park include the followings: loading/unloading area, restroom facility with ADA considerations, one pavilion, and a watering place for horses.

FOREST CREEK NEIGHBORHOOD PARK

Forest Creek Neighborhood Park is located north of the City of Lucas next to Orchard Gap Lane. The Forest Creek Neighborhood Park is a small 2 acre park with several playgrounds and a soccer field. Access to the park is from Country Club Road via Orchard Gap Lane off Norfolk Lane. Facilities available at this park includes a traditional neighborhood playground and open space.

STONE GATE PARK

Stone Gate Park is a private park located on north side of the city in the Stone Gate Neighborhood and is only accessible to residents of that neighborhood. This park is a very small neighborhood park occupying less than 1 acre next to one of the tributaries of White Rock Creek. This park offers a traditional multiuse playground, a small gazebo, picnic tables and a 2-foot wide concrete sidewalk that passes through the park. The sidewalk connects to a concrete trail that continues alongside the tributary of the White Rock Creek.

OPEN SPACES AND NATURAL FEATURES

Open space represents the natural and agricultural through fields, pastures, prairies and woodlands. Public and private objectives may differ in regard to preservation of open spaces. The City's desire to preserve open spaces will depend on achieving common goals with private land owners and the public. The goal of



maintaining open space should be continued with interaction between the City and land owners to determine common means to achieve these goals.

Other open spaces in Lucas are in the form of:

- Lake Lavon existing flood plain areas
- Creeks and waterways;
- Vacant lands, farm lands, pastures and rights-of-way

All these open spaces can potentially allow for trails and trail connections. The most important natural feature in Lucas is Lake Lavon and its tributary creeks. Constructed in 1954, the lake is owned and controlled by the U.S. Army Corp of Engineers. There are twenty areas along the lake designated for park use, including Highland Park and Brockdale Park which reside in Lucas. These parks provide water-based recreational opportunities that would otherwise not generally be available in the county.

EXISTING TRAILS

Currently Trinity Trail is the only trail in-use that exists in City of Lucas. The Trinity Trail is situated along Lake Lavon with scenic views of the lake and surrounding landscape. The trail extends to the southeastern city limit of Lucas, and north to the City limit we share with North Texas Municipal Water District. This unpaved trail is 25.5 miles long and placed on the US Army Corps of Engineers land along Lake Lavon from East Fork Trail Head in Wylie in the south to the Giant Sycamore Loop to the north. Approximately 11 miles of the Trinity Trail passes through the City of Lucas. This trail enters the City of Lucas in the south from Collin Park in St. Paul, and stretches north along the edge of the lake passing through Brockdale Park and Highland Park. This trail is only open to horseback riders and hikers, and is maintained and operated by a group of volunteers named Trinity Trail Preservation Association (TTPA).



PROPOSED FUTURE TRAILS

Based on input from the citizens, boards, city council, and staff, the future needs of the city are to add additional equestrian/hiking trails. Specifically a trail system linking the Trinity Trails on the north side of the city with a trail through the city to reconnect with the Trinity Trails on the southern end of the city. The proposed trail and trailheads would start at E. Winningkoff Road and end at the Hunt property on the southern end of the city at a future trail head location. The trail should utilize wet lands and natural tree lines whenever possible to create a secluded and shaded trail area.



GOALS AND OBJECTIVES

The City has continued to work toward achieving the goals and objectives established with previous comprehensive and community planning. By setting the goals and objectives, some results are evident and progress has been made. Recognizing the current achievements, changed environment and surroundings, a revised set of goals have been outlined that share common themes that resonate with Collin County Open Space Strategic Plan:

GOAL 1.

Preserve natural environment and native ecosystems.

Objectives:

- Conserve and protect ecologically sensitive and naturally beautiful areas, e.g. flood plains along creeks, high points with scenic views toward Lavon Lake, etc.
- Establish and/or enhance green space and natural areas along flood plains, and promote public access to green belt areas with trail systems, e.g. equestrian/hiking trails, etc.
- Encourage and promote water conservation through the use of native plant materials, xeriscape techniques, and other methods.
- Maintain high standards for groundwater quality due to the proximity of Lake Lavon.
- Encourage development types, which minimize impacts upon the community's natural resources and visual appeal.

GOAL 2.

Provide a comprehensive Trail System Plan to include green belt and open space that is compatible with the environment and compatible with residential neighborhoods.

Objectives:

- Continue to revise and adopt comprehensive Parks and Open Space Plan that meets current preferences and reflection of changing environment in the region in 2016.
- Promote trail connections, and ensure greenbelt and open space dedication during the development review process.
- Create pedestrian and equestrian trails between residential neighborhoods, linear greenbelts, schools, public administrative facilities, and other activity centers, whenever physically and financially possible.
- Continue to adopt and finalize a detailed plan for necessary open space/trail easements to connect existing and future parks, schools, and neighborhoods into an integrated, low maintenance park and recreation system.
- Formulate and adopt policies and ordinances that protect the acquired/donated park land and open space easements.



- Utilize trails, wherever possible, to locally and regionally connect schools, parks and residential areas.
- Design a parks and open space system that is interconnected and multifunctional, which protects important natural, cultural and visual resources while providing appropriate opportunities for recreation.
- Integrate locally planned trails with the "Collin County Regional Master Trail Plan".
- Coordinate planning efforts with those of adjacent cities.

GOAL 3.

Develop and maintain the new Lucas parks and open space system.

Objectives:

- Determine actual maintenance cost currently needed to maintain existing parks.
- Undertake the necessary effort to determine maintenance costs and capital investment costs associated with acquiring and/or developing new parks and open space.
- Allocate sufficient funding to maintain existing parks, open space and trails.
- Formulate and adopt policies and ordinances that protect existing park facilities, open spaces, and trails.
- Explore cost sharing options such as Federal, TxDOT grants, or "Keep Lucas Beautiful" for fund raising.

PLAN AND RECOMMENDATIONS

The purpose of the plan and recommendations is to provide community direction in a constantly changing environment. Under existing and currently projected conditions and circumstances, the City of Lucas parks, open space and recreational needs will be well satisfied. Few things have so positive an effect on the quality of life in a community as a well-executed plan for a community's parks, open space, trails, and recreational facilities. These recommendations should be helpful to future decision-making as each plan component is gradually considered for implementation or revision.

- Equestrian, hike, and bike trails, greenbelts, parkways or paths should be provided to connect large recreational areas, providing access, scenic views and recreational opportunities.
- Combined municipal and school recreational facilities should be used to serve the community and prevent the construction of redundant facilities. If possible, school recreational areas should include parking, drinking fountains and restrooms and should remain open on weekends and during the summer months.



STREETS AND DRAINAGE

STREETS



The livelihood of a community is, to a very large extent, dependent upon convenient and efficient access to nearby major trade centers outside the city, major national travel routes and transportation terminals of national importance outside of the city. It is likewise dependent upon efficient circulation of people within the city. Local streets should provide safe, reliable access to work, schools, shopping, and homes. A street network, therefore, is of vital importance as it ties a community together and links it to the outside world.

The primary function of a street network is the safe and efficient movement of vehicles and people. The street network of any city operates, in effect, as the skeleton of that city, providing access in varying degrees to all properties abutting the network. Roadways and other rights-of-ways occupy more than 13% of the total developed area and allow for circulation between all areas within the City. In addition to moving traffic, streets provide: access to and drainage for abutting properties; open space between buildings; and right-of-way for various utilities. In this way, the street network is a primary factor in the determination of appropriate land use locations.

When adequate streets and drainage facilities are constructed, they can represent the largest single required expenditure of a city. As roads age they are affected by many factors: the quality of the soil under the road base, the type of pavement surface; type of preventative maintenance; and drainage conditions in the area (related to topography).

Repairing the roads to proper standards for long term durability can require roads to be raised or lowered to improve drainage, have additional right-of-way dedicated, have improved drainage facilities installed, and have appropriate road materials used in construction.

DRAINAGE

The topography of Lucas consists of both level and rolling terrain. As a result, localized flooding can occur, especially where culvert and drainage ditches are obstructed with vegetation or debris.

Many factors directly affect the surface storm drainage, to minimize property damage from flooding during periods of intense rainfall, the drainage system for a



Sec. 1.08.012 Electronic storage of records

(a) For the purpose of this section, “electronic storage” means the maintenance of local government record data in the form of digital electronic signals on a computer hard disk, magnetic tape, optical disk, or similar machine-readable medium.

(b) For the purpose of this section, “source document” means the local government record from which local government record data is obtained for electronic storage. The term does not include backup copies of the data in any media generated from electronic storage.

(c) Any city record data may be stored electronically in addition to or instead of source documents in paper or other media, subject to the requirements of the act and rules adopted under it.

(d) The city will be subject to rules established by the commission for standards and procedures for electronic storage and will be subject to the provisions of chapter 205 of the act.

(Ordinance 2015-10-00822 adopted 10/1/15)

ARTICLE 1.09 PARKS AND RECREATION*

Division 1. Generally

Secs. 1.09.001–1.09.030 Reserved

Division 2. Park and Open Space Board[†]

Sec. 1.09.031 Established; composition; qualifications of members

There is hereby created and established the city parks and open space board. The board shall consist of five (5) regular voting members, including a chairperson, and two (2) alternate members. The board members shall be appointed by the city council for a term of two (2) years, and shall serve until their successor is appointed. The alternate board members may participate in

[Continued on page 1-33.]

* **State law reference**—Authority to acquire and maintain parks, museums and historic sites, V.T.C.A., Local Government Code, ch. 331.

[†] **Cross reference**—Boards, commissions and committees, art. 1.05.

the board discussions; however, the alternate board members shall only vote in the absence of a regular board member, as determined by the chairperson. Board members shall reside in the city for at least six (6) months preceding appointment day.

Sec. 1.09.032 Removal of members; filling of vacancies

The members of the park and open space board may be removed at any time by a majority vote of the city council with or without cause. Any vacancy in the board shall be filled by the city council for the unexpired term of the member whose place has become vacant.

Sec. 1.09.033 Meetings; quorum

The park and open space board shall hold at least one (1) quarterly meeting. Such meeting shall be held on a day of the month approved by the board. Special meetings may be called by the chairman, by the city manager, or, if requested, by at least four (4) board members. A simple majority of the board shall constitute a quorum. A vote of the simple majority of the quorum shall be required for any action taken by the board. Such meetings shall comply with the Texas Open Meetings Act.

State law reference—Open meetings, V.T.C.A., Government Code, ch. 551.

Sec. 1.09.034 Officers

(a) Election. A chairman and vice-chairman shall be selected annually, preferably at the first regular meeting of the fiscal year.

(b) Duties of officers.

(1) Chairman. It shall be the duty of the chairman to preside at all meetings of the board and to call special meetings.

(2) Vice-chairman. It shall be the duty of the vice-chairman to perform the duties of the chairman during any absence.

Sec. 1.09.035 Duties

(a) The board shall serve in an advisory capacity to the city council in all matters relating to the parks and open space of the city. The board shall also make recommendations to the city council on the implementation of beautification programs and projects to enhance the natural beauty of the city.

(b) The board shall review, study and make recommendations to the city manager or designee for priorities of projects or activities to be included in future parks, open space and beautification projects and programs. Board input and guidance on parks and open space should be incorporated into the parks and open space master plan which also includes the identification of the city's trail network and possible locations of trailheads. Such master plan shall be considered, revised and maintained with technical assistance and recommendations of the city manager or designee. The parks and open space master plan shall be reviewed at least annually by the board.

- (c) Based on the park and open space master plan and the identification of beautification projects by the board, a five-year capital improvement program should be developed for consideration by the city council and coordinated with the city manager or designee and the finance department.
- (d) The board should review fees relating the use of parks on an annual basis, making recommendations to the city manager or designee for consideration during the budget process. The board shall study budget proposals on an annual basis and recommend inclusion or exclusion of budget items to the city manager or designee.
- (e) The board should review park rules and policies on an annual basis, making recommendations to the city manager or designee.
- (f) The board should assist in educational and community outreach programs to help facilitate litter prevention, preservation of open space, encouragement of community advocacy relating to beautification and the establishment of partnerships to help with the overall aesthetic appeal of the city.
- (g) The board should help ensure a high quality of life for city residents by coordinating special events that provide a mechanism to create a sense of community spirit and enjoyment.
- (h) The board may establish additional policies and guidelines upon approval by the city council.
- (i) The board shall study and make recommendations to the city council on any other matters as requested by the city council.

Sec. 1.09.036 Attendance policy

- (a) To ensure that the board has sufficient members present to transact business, board members and alternates shall maintain a record of at least 75% attendance at the official meetings of the board.
- (b) A review of each board member's attendance will be conducted at the time the member's reappointment. If at the time of reappointment, the attendance record of the member is below 75% for their last appointed term, the staff and chair will review the attendance record with the board member and will then provide a written board attendance report to the city council. Upon review of the written report, the city council may ask to meet with the member concerning the ability to continue to meet the attendance requirements. The outcome of the review of the report and/or the interview with the member will be considered in the reappointment process.

Secs. 1.09.037–1.09.060 Reserved

Division 3. Park Rules

Sec. 1.09.061 Penalty

Any person, firm or corporation violating any of the provisions of this division shall be deemed guilty of a misdemeanor, and upon conviction in the municipal court of the city shall be subject to a fine as provided in section 1.01.009 of this chapter for each offense.

Sec. 1.09.062 Conduct prohibited in parks

As used in this division, “city park” or “park facility” shall mean any area in the city owned or used by the city, or by the city jointly with any other governmental or private entity, devoted to active or passive recreation, and includes but is not limited to athletic fields, recreation areas, community center property, and those areas designated as city parks. The following acts, omissions or conduct are prohibited within the limits of all city parks and no person, firm or corporation shall engage in, commit, cause, or suffer the following acts, omissions or conduct:

- (1) To enter or remain in any park facility between the hours of 11:00 p.m. and 5:00 a.m. unless different hours for the park facility have been designated. All soft surface trails shall be closed from dusk until dawn where on-site signage is posted, unless different hours have been posted;
- (2) To allow any pet or animal to run at-large or fail to keep a pet or animal restrained by a leash, chain or cord not more than six (6) feet long;
- (3) To dump or litter any park. All persons shall use receptacles provided for the deposit of refuse;
- (4) To tie or restrain an animal by attaching its leash to fencing, trees, benches, bleachers, pole or other park facility infrastructure;
- (5) To operate a motor vehicle within any city park in any area not designated as a roadway for vehicular traffic (for the purposes of this subsection, “motorized vehicle” means any vehicle or conveyance which is self-propelled) which would exclude electronic wheelchairs or electric scooters for the disabled;
- (6) To use or ride on a skateboard within a city park;

(Ordinance 2014-12-00803 adopted 12/4/14)

- (7) To possess, use, discharge or employ any fireworks, firearm, BB gun, air gun, bow and arrow, or slingshot is prohibited with the exception of licensed holders who are authorized to carry firearms in accordance with state law; (Ordinance 2016-05-00838 adopted 5/19/16)
- (8) To sell, possess or consume any alcoholic beverage;
- (9) To erect, post, distribute, or place any advertising material, sign, circular, or handbill without the prior permission of the city;

(Ordinance 2014-12-00803 adopted 12/4/14)

- (10) (A) To practice, conduct, or carry on any commercial activity, trade or business activity unless said commercial activity has been approved through a facility use agreement issued by the city manager or designee.
- (B) In approving a facility use agreement for a commercial activity, the city manager or designee shall consider whether such activity is classified as a recreational activity that enhances the overall well-being of participants and

includes but is not limited to the provision of physical fitness classes, athletic sports activities and services that promote healthy lifestyles. It does not include the sale of products and/or goods. While this activity may serve nonresidents, the provider must make the provision of recreational programming to city residents a priority. The number of city residents served may be taken into consideration on future applications for use of park facilities.

- (C) City park facilities may be reserved for commercial recreational activity from 5:00 a.m. through 8:00 a.m. and from 7:00 p.m. through 9:00 p.m. The community center is not available for use for commercial recreational activity and may only be used by city residents.
- (D) A city facility use agreement must be completed and submitted together with the required fee to the city manager for consideration. The applicant must provide documentation demonstrating the vendor's liability insurance coverage in the amount of \$1,000,000.00 and must name the city as an additional insured on the certificate of insurance.
- (E) The applicant may reserve the park facility for up to two months and must reapply for any subsequent use. If any park facility is left in a condition that is unacceptable to the city, the city reserves the right to not allow the vendor to use any of its facilities in the future;

(Ordinance 2015-03-00812 adopted 4/16/15)

- (11) To cause, create or maintain any nuisance or engage in any conduct or activity that unreasonably disturbs persons of ordinary sensibilities;
- (12) To use any type of sound amplification devices which include but are not limited to loudspeakers, amplifiers or microphones without the written permission of the city;
- (13) To ascend, descend, operate, or launch any aircraft, including but not limited to hot air balloons, airplanes, paraplanes, ultralight aircrafts, helicopters, drones, remote/radio controlled devices and gliders;
- (14) To hit golf balls of any type in a park facility;
- (15) To camp overnight in or upon any park facility;
- (16) To enter onto a reserved facility or area, or a location where scheduled activities are occurring, during the period that the area or facility is reserved or during the scheduled activity and remain or return there after the person has been given notice to leave. Reserved facilities and areas, and scheduled activities, include but are not limited to: athletic fields and pavilions;
- (17) To make or kindle a fire except in public stoves, grills, fire pits, or designated areas provided for that purpose. Fires shall not be left unattended and must be extinguished prior to departure. The city manager may prohibit all fires in public parks during those periods that he, in his sole discretion, determines that extreme dry weather, high winds or other conditions endanger public health and safety;

- (18) To use or consume any tobacco products within a park facility;
- (19) To destroy, damage, deface or remove shrubbery, trees, soil, grass, turf or other vegetation, rock, minerals or any other personal or real property.

(Ordinance 2014-12-00803 adopted 12/4/14)

Sec. 1.09.063 Reservation of Lucas Community Center

The Lucas Community Center shall only be reserved by individuals residing within the territorial limits of the city. Any city resident requesting a reservation of the Lucas Community Center shall provide proof of residency and submit a completed facility use agreement in the form approved by the city to the development services department for approval prior to reserving the facility. (Ordinance 2017-09-00865 adopted 9/21/17)

Sec. 20.800 Administrative remedies for violations

- (a) First offense: \$200.00.
- (b) Second offense: \$400.00.
- (c) Third offense: \$600.00.
- (d) Fourth and subsequent offenses: \$2,000.00.

(Ordinance 2017-08-00864 adopted 8/17/17)

ARTICLE 21.000 PARKS AND RECREATION

- (a) Pavilion fee (nonresident): \$25.00/hour.
- (b) Pavilion rental (resident): \$25.00/4 hours; \$50.00/all day.
- (c) Baseball fields B, C or D (nonresident): \$25.00/hour.

(Ordinance 2017-08-00863 adopted 8/17/17; Ordinance 2017-09-00871 adopted 9/21/17)

ARTICLE 22.000 RESERVED

ARTICLE 23.000 SOLICITORS AND CANVASSERS

- (a) Solicitor registration fee: \$30.00.
- (b) Administrative fee for each solicitor: \$10.00.

(Ordinance 2015-05-00813 adopted 5/7/15)

ARTICLE 24.000 SOLID WASTE COLLECTION AND DISPOSAL*

Sec. 24.100 Monthly rates

Monthly rates, per customer, shall be as follows (rates reflect the addition of sales tax and the combined franchise/right-of-way use fee and administrative fee):

- (1) Basic service (monthly rates): \$21.57.
- (2) Expanded service (monthly rates): \$26.50.
- (3) Expanded plus service (monthly rates): \$31.43.

* **Editor note**—Former section 24.300 pertaining to recycling monthly rates and deriving from Ordinance 2015-05-00813 adopted 5/7/15, was removed in its entirety by Ordinance 2017-08-00863 adopted 8/17/17.



City of Lucas

Parks and Open Space Board Request

April 24, 2018

Requester: Parks Board Members Debra Guillemaud and Tommy DeWitt

Agenda Item Request

Consider details of the Scarecrow Contest and provide a recommendation for updating the event or considering an alternative community event.

Background Information

City Secretary Stacy Henderson met with Parks Board Members Ken Patterson, Debra Guillemaud and Tommy DeWitt on January 30 to discuss details of the Scarecrow Contest and the procedures involved in hosting the event each year.

Parks Board members Debra Guillemaud and Tommy DeWitt will be bringing forward their recommendation for the Scarecrow Contest or other community event for consideration.

Attachments/Supporting Documentation

NA

Budget/Financial Impact

NA

Recommendation

NA

Motion

Option A: I make a motion to make the following changes to the Scarecrow Contest.

Option B: I make a motion to recommend implementing _____ as a community event sponsored by the Parks and Open Space Board.



City of Lucas

Parks and Open Space Board Request

April 24, 2018

Requester: Parks Board Members Bill Esposito

Agenda Item Request

Consider holding a Texas Arbor Day event and schedule a date.

Background Information

In 2017, the Legacy 4-H along with the Parks Board hosted an Arbor Day event on November 4 that coincided with the City's clean-up event. Trees and mulch were donated and representatives from the Master Gardeners were on site to answer questions and share information about planting and care of the trees.

Staff would like direction regarding hosting an Arbor Day event and setting a date.

Attachments/Supporting Documentation

NA

Budget/Financial Impact

NA

Recommendation

NA

Motion

I make a motion to host an Arbor Day event on _____.



City of Lucas

Parks and Open Space Board Request

April 24, 2018

Requester: Special Projects Coordinator Cathey Bonczar

Agenda Item Request

Discuss Keep Lucas Beautiful Spring Clean-up Event.

Background Information

Keep America Beautiful “Great American Cleanup” marks its 20th year in 2018 and is held annually from March through May.

Keep Texas Beautiful “Don’t Mess with Texas® Trash-Off” takes place in April.

This year, Keep Lucas Beautiful will host our annual spring clean-up event on Saturday, May 12 from 8:00 – 12:00 noon as part of the Great American Clean-up. The clean-up begins and ends at the Lucas Community Park, with a complimentary lunch being served at the end of the event. Participants are asked to pre-register by completing the Volunteer Release form found on the City’s website at <https://www.lucastexas.us/sign-volunteer-cleanup-event/>. Supplies such as safety vests and gloves will be provided.

Volunteers are needed to assist with registration, handing out supplies, and clean-up activities after lunch. Please contact Special Projects Coordinator Cathey Bonczar at 972-912-1213 or cbonczar@lucastexas.us if you would like to help out.

Attachments/Supporting Documentation

N/A

Budget/Financial Impact

N/A

Recommendation

N/A

Motion

N/A



City of Lucas

Parks and Open Space Board Request

April 24, 2018

Requester: Special Projects Coordinator Cathey Bonczar

Agenda Item Request

Provide after action report on the Founders Day 2018 event.

Background Information

Founders Day was held on Saturday, April 14 from 12:00 – 4:00 at the Lucas Community Park.

The inclement weather presented some challenges. Attendance was down, the bounce houses had to be canceled, and the photo booth, face painting, balloon twisting, and 4-H Club Silent Auction had to be moved indoors. We have received lots of positive comments from attendees and the vendors for the music (Carly Reign), the parade, the Stick Horse Rodeo, the new Pony Hop Rodeo, and the petting zoo. We had several new vendors this year and were pleased with the excellent job they did.

Planning and Zoning Commissioner Andre Guillemaud and members of the North Texas Mustang Club supplied drivers and vintage Mustang Convertibles and one Cougar convertible for this year's Grand Marshalls, former Fire Chiefs Ron Grotti, Tuck Minnett, Richard Morris, and Roy Matheny. Former Fire Chiefs Alan Storck and Jim Kitchens were unable to attend. Curtis Kitchens rode in the parade on his father's behalf.

The Legacy 4H Club raised just over \$1,800 between the Chili Cook off and Silent Auction. All proceeds stay local and benefit a variety of 4H youth programs. Legacy 4H appreciates all the support from the City staff and elected officials and enjoyed being a part of the Lucas community and The Founders Day Celebration!

Attachments/Supporting Documentation

N/A

Budget/Financial Impact

N/A

Recommendation

N/A

Motion

N/A



City of Lucas

Parks and Open Space Board Request

April 24, 2018

Requester: Development Services Director Joe Hilbourn

Agenda Item Request

Update on improvements to the Lucas Community Park, East Winningkoff Trailhead, Kenneth R. Lewis Park, and Forest Creek Park.

Background Information

This year the City of Lucas has taken on a number of parks project updates. Some of the updates are minor in nature others are more significant. At the Lucas Community park next to City Hall we are adding some split rail fence to help separate the parking lot from the park and clean up landscaping and add additional plants. The older plants have been removed and the new plants will be installed following Founder's Day. At the new trailhead on East Winningkoff Road, additional split rail fencing and a round pen for training horses has been approved. The split rail fence has been delivered and is ready for install, the round pen is still in the bidding process. At Kenneth R Lewis Park work on drainage and erosion prevention has been completed and additional landscaping will be added. Additional projects at this location currently out for bid include updating the scoreboard, painting the dugouts, and refacing the underside of the roof deck on the existing pavilion. At the Forest Creek Community Park, the existing pavilion was dilapidated and has been removed and staff will be going out for bid to replace the pavilion. The tree line has been trimmed and thinned out, and updates anticipated for the summer include painting the swing sets, refurbishing playground equipment, and replacement of the existing fall area with new mulch. The addition of either basketball courts or a volleyball court is also being considered along with adding a few new benches, soccer goals, trees, and picnic tables.

Staff does not anticipate any progress to the trail segment this fiscal year from Willow Springs to Stinson Road.

Attachments/Supporting Documentation

NA

Budget/Financial Impact

NA

Recommendation

NA

Motion

NA