



Parks and Open Space Board Meeting
July 24, 2018
7:00 p.m.
City Hall – 665 Country Club Road, Lucas Texas
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
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

City Council Liaison Present:

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 approving the minutes of the April 24, 2018 Parks and Open Space Board meeting.

MOTION: A motion was made by Chairman Rhoads, seconded by Member Patterson to approve the minutes as submitted. The motion passed unanimously by a 6 to 0 vote.

2. Consider quarterly review of Parks Board projects, goals and objectives established by the project matrix.

Board Member Patterson suggested that the most recent dated item on the matrix be placed at the top of the list. The Board concluded that the dates on the matrix were sufficient to allow the members to know which items were up for review.

3. Discuss Keep Lucas Beautiful Fall Sweep Clean-up and Arbor Day Event.

Special Projects Coordinator Cathey Bonczar shared the details of the Fall Sweep Clean-up and Arbor Day event with the Board stating the event would be held on November 3 from 8:00 am – noon at the Community Park. Participants would be asked to preregister, and forms would be available online. Safety vests, gloves, bags, bug spray and water would be provided by City staff, and a hotdog lunch would be served to volunteers at the end of the clean-up event. Board Member Bill Esposito explained that the 4-H Club

would again be participating in the Arbor Day event by providing 200 sapling trees and members of the club would be handing out starter bags of mulch with the trees. Ms. Bonczar noted that representatives from Texas Pure would be on hand sharing information about their organic products, and the Collin County Master Gardeners have been invited back as well.

4. Receive update regarding details of the Scarecrow Contest to be held November 3, 2018.

Board Member Debra Guillemaud shared details about this year's contest. She noted that anyone wishing to participate would submit their scarecrow entries at the Community Park from October 13 through the 19. City Secretary Stacy Henderson would be responsible for collecting the registration forms. City staff would create a space for each entry by installing stakes with numbers. Ms. Guillemaud stated that the Parks Board would judge each entry the week of October 29, using the score card developed by the Board. The scarecrow displays would remain at the park until November 3, and winners would be announced at the Fall Sweep Clean-up/Arbor Day event at the Community Park. Ms. Guillemaud noted that prizes would consist of gift cards and communication of the event has been in the Lucas Leader as well on the City's website.

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

Development Services Director Joe Hilbourn discussed updates to the various parks including:

- Lucas Community Park work was complete with the following items:
 - Split rail fencing
 - Cleanup of landscaping
- East Winningkoff Trailhead was complete with split rail fencing
- Kenneth R Lewis Park was partially complete with the following items:
 - Drainage and erosion prevention at sidewalks
 - Additional landscaping
 - Projects out for bid include updating the scoreboard.
 - Painting the dugouts.
- Forest Creek Community Park – Partially complete with the following items:
 - Existing pavilion was removed, and a new pavilion installed
 - Tree line trimmed and thinned out
 - Playground equipment refurbished

6. Provide an update on the Keep Texas Beautiful Annual Conference.

Special Projects Coordinator Cathey Bonczar discussed information gleaned from the conference on applying for the Governors Community Achievement Award and noted that the City had hosted several activities that would be considered in helping the City to qualify for the \$130,000 grant from TxDOT. Ms. Bonczar noted that she would continue to monitor and track data to prepare for making application in 2019.

7. Discuss the possibility of hosting a hazardous waste, batteries, and E-Waste recycling event.

City staff was asked to check into the possibility of hosting a Hazardous Waste drop off event. Special Projects Coordinator Cathey Bonczar reached out to several sister cities to inquire about this type of event. She spoke with Donna Kliewer, Waste Services Manager for the City of Allen, Steve Funk, Environmental Waste Services Superintendent for the City of Plano, and a representative from the City of Parker. All cities said it is a very expensive and cost between \$15,000 and \$20,000 dollars for a single event. Our current waste services provider, Barnes Waste Disposal Services provides a monthly curbside pickup which residents can call in and arrange directly with Barnes. Staff recommends

going with this final option. The Board briefly discussed conducting another E-Waste drop-off again next year utilizing the same company that the City contracted with in May this year.

8. Discuss adding a Little League baseball field in the Community Park next to City Hall.

Development Services Director Joe Hilbourn discussed adding a Little League Baseball Field behind City Hall east of the Community Center. Board Member Patterson expressed concern with regards to how the field follow the guidelines outlined by the Comprehensive Plan. Mr. Hilbourn explained that the ball field follows the guidelines of reallocating space within the existing Community Park footprint, but not adding another park. Mr. Hilbourn explained that the approximate cost of building the field was approximately \$30,000 which did not include benches, bleachers, or a dugout. The Board discussed whether this would interfere with parking for events such as Founders Day and Country Christmas, and Mr. Hilbourn showed how the field could be sectioned off leaving adequate space for event parking. The Board requested staff to take this before the City Council for consideration.

MOTION: A motion was made by Chairman Rhoads, seconded by Mr. Esposito to recommend approving a Little League Field at the Community Park and requested staff take the item before City Council for consideration. The motion passed unanimously by a 6 to 0 vote.

9. Adjournment.

MOTION: A motion was made by Vice Chairman Vanhorn, seconded by Mr. Patterson to adjourn the meeting at 7:54 pm. The motion passed unanimously by a 6 to 0 vote.

APPROVE:

ATTEST:



David Rhoads, Chairman



Stacy Henderson, City Secretary

