



Agenda

City of Lucas Parks and Open Space Board Meeting May 21, 2019

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 Tuesday, May 21, 2019 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 goals and objectives for the Parks and Open Space Board, revise and update the matrix to align projects according to goals outlined in the Comprehensive Plan and clarify staff responsibilities as it pertains to parks, trails, beautification and special events. (City Manager Joni Clarke, Councilmember Tim Baney)
2. Consider efficient and effective communication methodologies, meeting preparation and meeting schedule for the Parks and Open Space Board. (City Secretary Stacy Henderson, City Manager Joni Clarke)
3. Consider project recommendations on behalf of the City of Lucas Parks and Open Space Board Park for the fiscal year 19/20 budget. (City Manager Joni Clarke, Councilmember Tim Baney)
4. 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 May 17, 2019.

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 & Open Space Agenda Request

May 21, 2019

Requester: City Manager Joni Clarke, Councilmember Tim Baney

Agenda Item Request

Consider goals and objectives for the Parks and Open Space Board, revise and update the matrix to align projects according to goals outlined in the Comprehensive Plan and clarify staff responsibilities as it pertains to parks, trails, beautification and special events.

Background Information

An email was sent to the members of the Parks and Open Space Board to see if any of the potential park projects sparked an interest. Staff received a response from Parks Board Member Debra Guillemaud indicating an interest in item 8 (Creation of a Friends of the Park Organization) and item 10 (creating a Farmers Market). Councilmember and Park Liaison Tim Baney also responded with interest in the Farmers Market and placed that item on the May 16 City Council agenda. The following list of potential parks projects included:

1. Update the reorganize the matrix that identifies goals/objectives/projects
2. Work with Boy Scouts, Girl Scouts, 4-H, etc. on Community Projects
3. Identify additional/desired park amenities and their location within the City's park system
4. Christmas Lighting Contest
5. Keep Lucas Beautiful
6. Recycling – increase participation
7. Establish a Flag Program and use proceeds to fund park-related projects
8. Create a Friends of the Park Organization
9. Continue to partner with Trinity Trail Preservation Association (trail and trailhead maintenance)
10. Create a Farmers Market
11. Manage an Art in Public Places program
12. Participate in and help manage community potluck
13. Encourage drainage ditch/driveway culvert clean-up
14. Beautification activities
15. Yard of the Month/Quarter
16. Concerts in the Park
17. Movies in the Park
18. Assist with the Historical Display
19. Create a Dog Park
20. Promote Scarecrow Contest
21. Write articles for the Lucas Leader
22. Establish a Beekeepers Club
23. Hold a seminar on how to build a chicken coop
24. Develop a Hay Exchange for residents
25. Hold a Plant Exchange/Sale to promote native plants



City of Lucas

Parks & Open Space Agenda Request

May 21, 2019

26. Identify Public Lands for tree planting
27. Evaluate future use/ownership of Allen ISD FFA Agricultural Facility on Ingram Lane

Attachments/Supporting Documentation

1. Draft of Updated Matrix

Budget/Financial Impact

Undetermined

Recommendation

NA

Motion

I make a motion to ...

PARKS BOARD MATRIX

PRIORITIZATION LIST OF PARKS BOARD PROJECTS			
Projects	Meeting to be Discussed	Budgeted 2018-2019	Parks Member Assigned to Project
First Trail Segment from Willow Springs to Stinson Road	April	YES	Chris
Annually Review: Comp Plan, Park Rules and Park Fees	April	NA	Parks Board
Scarecrow Event	July	NA	Debra/Ken
Educational Seminars for Lucas Residents	As Needed	NA	Chris

POTENTIAL PARK PROJECTS	
<p>Comprehensive Plan Goals</p> <ol style="list-style-type: none"> 1. Preserve natural environment and native ecosystems. 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. 3. Develop and maintain the new Lucas parks and open space system 	
Projects	Does this meet the Comprehensive Plan Goal
Keep Lucas Beautiful	Goal No. 1
Beautification activities	Goal No. 1
Establish a Bee Keepers Club	Goal No. 1
Hold a seminar on how to build a chicken coop	Goal No. 1
Develop a Hay Exchange for residents	Goal No. 1
Hold a Plant Exchange/Sale to promote native plants	Goal No. 1
Identify Public Lands for tree planting	Goal No. 1
Evaluate future use/ownership of Allen ISD FFA Agricultural Facility on Ingram Lane	Goal No. 1
Continue to partner with Trinity Trail Preservation Association (trail and trailhead maintenance)	Goal No. 2
Work with Boy Scouts, Girl Scouts, 4-H, etc. on Community Projects	Goal No. 3
Identify additional/desired park amenities and their location within the City's park system	Goal No. 3
Create a Friends of the Park Organization	Goal No. 3

Projects	Does this meet the Comprehensive Plan Goal
Park Budget Review and Recommendations	Goal No. 3
Establish a Flag Program and use proceeds to fund park-related projects	Goal No. 3
Update the reorganize the matrix that identifies goals/objectives/projects	NA
Recycling – increase participation	NA
Participate in and help manage community potluck	NA
Concerts in the Park	NA
Movies in the Park	NA
Christmas Lighting Contest	NA
Assist with the Historical Display	NA
Create a Dog Park	NA
Promote Scarecrow Contest	NA
Write articles for the Lucas Leader	NA

STAFF PROJECTS	
Projects	Budgeted 2018-2019
Founders Day	YES
Keep Lucas Beautiful Spring Cleanup Event	YES
Keep Texas Beautiful Annual Conference	YES
Arbor Day/Keep Lucas Beautiful Fall Cleanup Event	YES
Country Christmas	YES
Brockdale Park/Highland Park Maintenance	NO



City of Lucas

Park & Open Space Agenda Request

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Requester: City Secretary Stacy Henderson, City Manager Joni Clarke

Agenda Item Request

Consider efficient and effective communication methodologies, meeting preparation and meeting schedule for the Parks and Open Space Board.

Background Information

The City of Lucas staff relies on email communication to communicate with members of the Parks and Open Space Board. However, staff recently became aware that only two members of the Parks and Open Space Board actively use City email. Staff is seeking feedback from the Parks and Open Space Board regarding communication. In addition, Staff prepares the topics for Parks Board agendas with little or no feedback from the Parks and Open Space Board members. Staff feels it's appropriate for the Parks and Open Space Board to guide the agenda and create a deadline in which that information is submitted in order to prepare the agenda packet.

Staff would also like to discuss the Parks and Open Space Board meeting schedule and whether the current schedule of meeting quarterly needs to be modified.

Attachments/Supporting Documentation

NA

Budget/Financial Impact

NA

Recommendation

NA

Motion

NA



City of Lucas

Parks & Open Space Agenda Request

May 21, 2019

Requester: City Manager Joni Clarke, Councilmember Tim Baney

Agenda Item Request

Consider project recommendations on behalf of the City of Lucas Parks and Open Space Board Park for the fiscal year 19/20 budget.

Background Information

Staff is in the process of preparing a draft budget for fiscal year 19/20 in preparation for the City Council Budget Workshop scheduled for July 18, 2019. In accordance with Chapter 1, Section 1.09.035 (b) of the Code of Ordinances, 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, opens space and beautification projects and programs.

Attachments/Supporting Documentation

NA

Budget/Financial Impact

NA

Recommendation

NA

Motion

NA