



Parks and Open Space Board Special Meeting
May 21, 2019
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
Member Bill Esposito
Member Kenneth Patterson
Member Tommy Dewitt
Alternate Member Christel Parish

Staff Present:

City Manager Joni Clarke
Development Services Director Joe Hilbourn
City Secretary Stacy Henderson

City Council Liaison Present:

Councilmember Tim Baney

Parks Board Members Absent:

Vice Chairman Chris Vanhorn
Alternate Member Debra Guillemaud

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.

Chairman Rhoads designated Alternate member Christel Parish as a voting member.

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 discussed the Parks Board matrix and potential goalsetting opportunities. Ms. Clarke noted that the City Council would be holding their budget workshop in July which would include proposed Parks Board projects and discussed the need to budget for possible projects at this time.

Councilmember Baney suggested the Parks Board review the project list proposed as part of the agenda packet and choose several items of interest, form subcommittees if needed, and present

those items to the City Manager and City Council once the appropriate research and needed funds had been determined.

Mr. Patterson asked for clarification regarding responsibilities associated with projects chosen.

City Manager Joni Clarke clarified that the City staff would manage events such as Founders Day, Country Christmas and the cleanup events. The Parks Board would manage the special events chosen and staff would partner with the Parks Board regarding setup, but staff was looking for the Parks Board to take lead on the project and conduct the research needed along with implementation.

Chairman Rhoads discussed the Board's perception that they were advisory in capacity and did not want to put an undue burden on staff with proposing other events.

Mr. Esposito discussed projects that were low impact in nature and involved more volunteers.

The Parks Board reviewed at length the 27 proposed projects included in their agenda packet and discussed conducting a community survey to inquire if residents would be interested in certain projects proposed. The Parks Board narrowed the scope of interest to the following projects that they would conduct research and review further:

- Community Survey – Article in Lucas Leader – Possible water bill insert (Chairman David Rhoads)
- Christmas lighting contest (Ken Patterson)
- Scarecrow Contest (Debra Guillemaud)
- KTB Annual conference – Will include funding in the budget for Parks Board member
- Recycling Promotion – (Bill Esposito)
- Friends of the Parks Organization - (Debra Guillemaud)
- TTPA promotion (Christel Parish)
- Farmers Market (Vice Chairman Chris Vanhorn)
- Newsletter articles
 - TTPA (Christel Parish)
 - Ditch and culvert cleanup (Bill Esposito)
- Adopt a Ditch program (City Manager Joni Clarke)
- Concert/Movie in Park (Bill Esposito and Tommy DeWitt)
- Evaluate future use/ownership of Allen ISD FFA facility on Ingram Lane (Bill Esposito)

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

City Manager Joni Clarke discussed with the Board their meeting schedule noting that quarterly meetings were not as efficient and suggested meetings be changed to every other month. Ms. Clarke also explained that the City's main form of communication was via email and that the City's IT provider would be changing certain requirements to make emails more easily accessible. Ms. Clarke asked that each board member retrieve access to their Lucas email accounts with Baxter IT.

Parks Board members were in favor of holding meetings every other month on odd months starting in July.

MOTION: A motion was made by Mr. Esposito, seconded by Mr. Patterson to hold Parks Board meetings every other month, on odd months, on the 4th Tuesday of the month. The motion passed unanimously by a 5 to 0 vote.

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 noted that funds would be proposed in the 19/20 budget for the following items:

- Concert/Movie in the Park
- Resources for the Farmers Market
- Parks Board member attending KTB conference
- Scarecrow contest prizes
- Christmas tree contest prizes
- Community survey

The Parks Board had no further items that needed to be budgeted in the 19/20 budget.

4. Adjournment.

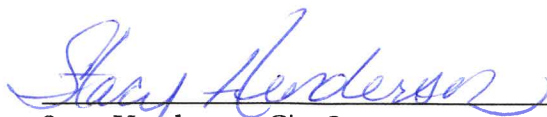
MOTION: A motion was made by Chairman Rhoads, seconded by Mr. Esposito to adjourn the meeting at 9:07 pm. The motion passed unanimously by a 5 to 0 vote.

APPROVE:



David Rhoads, Chairman

ATTEST:



Stacy Henderson, City Secretary

