



Parks and Open Space Board Meeting  
January 28, 2020  
7:00 p.m.  
City Hall – 665 Country Club Road, Lucas Texas  
**Minutes**

### Call to Order

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Chairman Rhoads called the meeting to order at 7:01 p.m.

**Parks Board Members Present:**

Chairman David Rhoads  
Member Kenneth Patterson  
Member Bill Esposito  
Alternate Member Debra Guillemaud  
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:**

Member Tommy Dewitt

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

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1. **Consider approving the minutes of the September 24, 2019 Parks and Open Space Board meeting.**

**MOTION:** A motion was made by Mr. Esposito, seconded by Mr. Patterson to approve the minutes as submitted. The motion passed unanimously by a 4 to 0 vote.

2. **Consider a proposal from Forest Creek Estates Architectural Control Committee Member Andre Guillemaud regarding the relocation and/or reconstruction of the Forest Creek neighborhood entry signs currently located at Mary Lee Lane and Blondy Jhune to the Forest Creek Park located on Orchard Gap Lane.**

Andre Guillemaud with the Forest Creek Estates Architectural Control Committee explained that with the construction along Blondy Jhune Road, the City approached the Forest Creek Estates subdivision regarding the two entry signs on Mary Lee Lane north of Blondy Jhune that were located within City right of way and approximately 800 feet south of the Forest Creek Estates

neighborhood. Mr. Guillemaud stated that their subdivision does not have an HOA nor any private easements. The park area near their neighborhood was donated to the City by the developer of Forest Creek Estates, and the Committee was requesting to place a sign in the Forest Creek Park along Orchard Gap that would also be closer to the neighborhood entrance. Mr. Guillemaud stated that they were not asking for funding, the sign would be privately funded. Mr. Guillemaud reviewed with the Board pictures of existing subdivision signs, existing park signage, and the proposed new sign.

Mr. Patterson asked if there were other subdivision signs located within City parks.

Mr. Hilbourn stated there were not.

The Board discussed the size of the sign, location, and existing right of way and easements in the area.

Mr. Hilbourn gave a presentation noting that the two existing Forest Creek signs were not close to the Forest Creek subdivision; however, if the signs were placed in City parks, the City would be responsible for maintaining the signage. Mr. Hilbourn noted that if a subdivision sign were placed in the park, a license agreement with the Architectural Committee would need to be implemented.

Mr. Esposito discussed with the Board the option of updating the existing park signage that was in disrepair to a similar stone material as the proposed sign by the Committee, which denoted the current park name of Forest Creek, and would be a better identifier of the area, but still maintain the park name and use better sign materials than what was there currently.

Mr. Guillemaud stated that he was in favor of the proposal but would have to go back to the Architectural Control Committee to ask about additional funding for the stone sign.

Mr. Hilbourn suggested that the funding be considered by the City Council and can be discussed further with the Architectural Committee.

**MOTION:** A motion was made by Mr. Esposito, seconded by Mr. Patterson to recommend replacing the existing sign at Forest Creek Park with a stone sign stating Forest Creek Park, and further identify funding strategies. The motion passed unanimously by a 4 to 0 vote.

### **3. Provide update regarding the 2020 Farmers Market.**

Parks Board Member Debra Guillemaud provided an update regarding the farmers markets noting that 13 markets have been scheduled to be held in 2020. The City has implemented a \$20 fee per market to recover costs associated with the City's contributions. Markets would be held on the second and fourth Saturday of the month beginning on April 4, 2020. Ms. Guillemaud stated that 52 vendors have committed to date.

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

**4. Provide update regarding Movie in the Park to be held on Friday, April 17, 2020**

Parks Board Member Bill Esposito provided an update noting that a vendor had been secured for the Movie in the Park event that would provide the video, audio, screen and person to manage items during the event. Mr. Esposito stated that Frozen 2 was the movie selected for this event and Legacy 4-H would provide concessions. Licensing for the video was \$600 and valid for one year.

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

**5. Provide an update on the Don't Mess with Texas Trash-Off cleanup, electronic recycling and paper shredding event scheduled on April 4, 2020.**

City Manager Joni Clarke stated that the Don't Mess with Texas Trash-Off clean up event was scheduled for Saturday, April 4, that would also include electronic recycling and paper shredding. Prices would be posted on the City's website as there would be a fee for some of the larger electronic item. The event would be held from 8 am to Noon at City Hall and volunteer registration forms would be available on the City's website.

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

**6. Consider future agenda items for action or discussion to be added to the Parks and Open Space Board agenda and discuss 2020 meeting dates.**

Parks Board Member Debra Guillemaud stated that she could provide updates regarding the farmers market events. There were no other items added to the agenda.

**7. 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, 2020.**

**MOTION:** A motion was made by Ms. Guillemaud, seconded by Mr. Patterson to appoint Bill Esposito as Vice Chairman to the Parks and Open Space Board with a term ending December 31, 2020. The motion passed unanimously by a 4 to 0 vote.

**MOTION:** A motion was made by Vice Chairman Esposito, seconded by Mr. Patterson to appoint David Rhoads as Chairman to the Parks and Open Space Board with a term ending December 31, 2020. The motion passed unanimously by a 4 to 0 vote.

**8. Adjournment.**

**MOTION:** A motion was made by Vice Chairman Esposito, seconded by Mr. Patterson to adjourn the meeting at 8:09 pm. The motion passed unanimously by a 4 to 0 vote.

APPROVE:

  
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David Rhoads, Chairman

ATTEST:

  
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Stacy Henderson, City Secretary

