



# Agenda

**City of Lucas  
Parks and Open Space Board Meeting  
January 26, 2021  
7:00 PM  
City Hall Council Chambers  
and by Video Conference  
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, January 26, 2021 at 7:00 pm in person and by video conference at which time the following agenda will be discussed.*

On March 16, 2020 Governor Abbott suspended some provisions of the Open Meetings Act in response to the COVID-19 emergency. In order to practice safe distancing, Lucas Parks and Open Space Board meetings will be open to on-site visitors in a limited capacity of 15 audience members. Parks and Open Space Board meetings will also be available through Zoom Webinar from your computer or smartphone.

To join the meeting, please click this URL:

<https://zoom.us/j/93209577490?pwd=V3hrNENHdGN4WnJHaDIPNzBjZHpsQT09> and enter your name and email address.

To join by phone: 1-346-248-7799

Webinar ID: 932 0957 7490

Passcode: 777570

If the public desires to speak during a specific agenda item, **they must email [shenderson@lucastexas.us](mailto:shenderson@lucastexas.us) by 4:00 pm on the day of the meeting.** The email must contain the person's name, address, phone number, and the agenda item(s) for which comments will be made.

## Call to Order

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

## Regular Agenda

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1. Provide an update regarding the 2021 Farmers Market Season. **(Vice Chairman Bill Esposito)**
2. Conduct an annual review of the following:
  - City's Comprehensive Plan, Chapter 6 Parks and Open Space
  - Code of Ordinances, Article 1.09, Division 3 Park Rules
  - Code of Ordinances, Article 21, Parks and Recreation Fees **(Parks Board)**
3. Receive reports from Parks Board members regarding the Adopt-a-Park Program and develop a park facility checklist. **(Parks Board)**

4. Provide update regarding the Founders Day event to be held on Saturday, May 8, 2021. **(Assistant to the City Manager Kent Souriyasak)**
5. Provide update regarding the Movie in the Park event to be held on Friday, April 9, 2021. **(Assistant to the City Manager Kent Souriyasak)**
6. Discuss creating a master list of volunteers to support future events. **(Councilmember Tim Baney, City Manager Joni Clarke)**
7. Consider approval of the minutes of the November 17, 2020 Parks and Open Space Board meeting. **(City Secretary Stacy Henderson)**
8. Consider future agenda items for action or discussion to be added to the Parks and Open Space Board Agenda and discuss 2021 meeting dates and due date for agenda items. **(Parks Board)**
9. Consider the appointment of a Chairman and Vice Chairman of the Parks and Open Space Board to serve for a period of approximately one (1) year with terms ending December 31, 2021. **(Parks Board)**
10. 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](http://www.lucastexas.us) on or before 5:00 p.m. on January 22, 2021.

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*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](mailto:shenderson@lucastexas.us) at least 48 hours prior to the meeting.*



# City of Lucas

## Parks and Open Space Board Request

### January 26, 2021

Requester: Vice Chairman Bill Esposito

#### **Agenda Item Request**

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Provide an update regarding the 2021 Farmers Market Season.

#### **Background Information**

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NA

#### **Attachments/Supporting Documentation**

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NA

#### **Budget/Financial Impact**

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NA

#### **Recommendation**

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NA

#### **Motion**

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There is no motion required.



# City of Lucas

## Parks and Open Space Board Request

### January 26, 2021

Requester: Parks Board

#### Agenda Item Request

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Conduct an annual review of the following:

- City's Comprehensive Plan, Chapter 6 Parks and Open Space
- Code of Ordinances, Article 1.09, Division 3 Park Rules
- Code of Ordinances, Article 21, Parks and Recreation Fees

#### Background Information

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The Comprehensive Plan, Chapter 6 Parks and Open Space should be reviewed annually to reflect any need or change in the community. Other items under the Parks and Open Space board purview to be reviewed annually include park rules and park fees.

The City's Code of Ordinances, Article 21, Parks and Recreation, Fees includes the following existing fees:

- (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.
- (d) Farmers Market Vendor Participation Fee Options:  
Vendors shall pay a participation fee of \$20.00 for each farmers market. Vendors who reside in the City of Lucas shall be exempt from participation fees.

#### Attachments/Supporting Documentation

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1. City's Comprehensive Plan, Chapter 6 Parks and Open Space
2. Code of Ordinances, Article 1.09, Division 3 Park Rules

#### Budget/Financial Impact

---

NA

#### Recommendation

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NA

#### Motion

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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.



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

(C) City residents only may reserve the city park facilities for commercial residential activity daily 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 residential activity and may only be reserved by city residents.

(D) A city facility use agreement must be completed and submitted to the city manager for consideration along with the required fee as shown in the fee schedule set forth in [appendix C](#). 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. The applicant shall be responsible for any damage to the park facilities.

(E) The applicant may reserve the park facility up to two months in advance of the event 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 2019-12-00901 adopted 12/5/19)

- (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. Any damage to the facility or property located within the facility caused by the applicant or attendees shall be the responsibility of the applicant. The applicant shall be responsible for the repair and/or replacement of the damage caused to the facility or property located within the facility. (Ordinance 2019-12-00901 adopted 12/5/19)



# City of Lucas

## Parks and Open Space Board Request

### January 26, 2021

Requester: Parks Board

#### Agenda Item Request

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Receive reports from Parks Board members regarding the Adopt-a-Park Program and develop a park facility checklist.

#### Background Information

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At the September 22, 2020 Parks and Open Space Board meeting, the Parks Board assigned each member present a City park to monitor and report on needs, cleanliness, and other items of concern at each Parks Board Meeting as part of their Adopt-a-Park Program. The Parks Board members outlined below were assigned as liaisons to the following City parks:

East Winningkoff Trailhead: Tommy DeWitt  
Lucas Community Park: Chairman David Rhoads  
Kenneth R Lewis Park: Ken Patterson  
Forest Creek Park: Vice Chairman Bill Esposito

To develop and identify maintenance standards appropriate for each City park, a park facility checklist should be created. Items that could be considered/applicable for park maintenance can include:

- Mowing, weed control, shrub plantings, or irrigation.
- Hardscape surfaces such as parking lots, dugouts or pavilions.
- Restroom Cleaning, stocking of supplies, vandalism, and graffiti
- Playgrounds, maintenance of play equipment, mulching
- Signage
- Litter and debris, broken or vandalized amenities.

#### Attachments/Supporting Documentation

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NA

#### Budget/Financial Impact

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NA

#### Recommendation

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NA

#### Motion

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NA



# City of Lucas

## Parks and Open Space Board Request

### January 26, 2021

Requester: Assistant to the City Manager Kent Souriyasak

#### Agenda Item Request

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Provide update regarding the Founders Day event to be held on Saturday, May 8, 2021.

#### Background Information

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In 2020, the City's Founders Day event was canceled on Saturday, May 9, 2020 due to concerns surrounding the coronavirus pandemic and public health safety. Staff has rescheduled the vendors to the 2021 Founders Day event to be held on Saturday, May 8, 2021 at the Lucas Community Park.

Founders Day activities will include mini golf, petting zoo, balloon artistry, live music, parade, and more. The Lucas Farmers Market is also scheduled to take place on Founders Day. In-N-Out Burger will be providing meals to the public at the event.

Staff is coordinating with the Lovejoy Independent School District to reserve Hart Elementary School and Willow Springs Middle School as locations for public parking and will provide four shuttle buses to transport visitors to/from the event.

Below is a list of the event schedule and confirmed activities:

#### **Saturday, May 8, 2021**

8:00 am	Lucas Farmers Market Opens
9:00 am	Founders Day Begins <ul style="list-style-type: none"><li>• Mini Golf</li><li>• Petting Zoo</li><li>• Balloon Artistry</li><li>• Live Music</li><li>• Photo Booth</li><li>• Stick Horse Rodeo</li><li>• Pony Hop Derby</li><li>• Raptors Display</li><li>• Lucas History Museum</li><li>• Service Tree Awards</li></ul>
10:00 am	Founders Day Parade
11:00 am	Lunch Begins
12:00 pm	Lucas Farmers Market Closes
1:00 pm	Founders Day Ends



# City of Lucas

## Parks and Open Space Board Request

### January 26, 2021

#### **Attachments/Supporting Documentation**

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NA

#### **Budget/Financial Impact**

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The Founders Day event is budgeted at \$30,000 in Fiscal Year 2020/21 and funding will be utilized from account 11-6211-444 Founders Day.

The anticipated expenses include mini golf, petting zoo, balloon artistry, live music, photo booth, tents, tables, golf cars, and event supplies.

#### **Recommendation**

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NA

#### **Motion**

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There is no motion required, this is an update only.



# City of Lucas

## Parks and Open Space Board Request

### January 26, 2021

Requester: Assistant to the City Manager Kent Souriyasak

#### **Agenda Item Request**

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Provide update regarding the Movie in the Park event to be held on Friday, April 9, 2021.

#### **Background Information**

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In 2020, the City scheduled the first Movie in the Park event on Friday, April 17, 2020. The event was canceled and rescheduled to 2021 due to concerns surrounding the coronavirus pandemic and public health safety. The event was rescheduled to Friday, April 9, 2021 and the vendor will provide the video, audio, screen, and staff to manage the equipment during the event.

The movie selected in 2020 was Frozen 2 and the movie's licensing fee has since expired. Vice Chairman Bill Esposito and Assistant to the City Manager Kent Souriyasak have researched new popular movies for park events and have obtained feedback from local students in the Legacy 4-H Club. The movie selected for the 2021 spring event is Onward, a recent Disney Pixar movie released during the shutdown of movie theaters in 2020. The Movie in the Park would be a special event for families to watch Onward on the big screen in the Lucas Community Park.

#### **Attachments/Supporting Documentation**

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NA

#### **Budget/Financial Impact**

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The cost of the inflatable movie screen, equipment rental, and movie attendant is \$500. The cost of the licensing fee for the movie Onward is \$685.

The Movie in the Park event is budgeted in Fiscal Year 2020/21 under account 11-6211-448 Park Events.

#### **Recommendation**

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NA

#### **Motion**

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There is no motion required, this is a discussion only.





# City of Lucas

## Parks and Open Space Board Request

### January 26, 2021

Requester: Councilmember Tim Baney  
City Manager Joni Clarke

#### **Agenda Item Request**

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Discuss creating a master list of volunteers to support future events.

#### **Background Information**

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At the January 21, 2021 City Council meeting, the Council discussed the quality of the pool of applicants that had applied for boards and commissions and their desire to be active participants in serving their community. Councilmember Fisher specifically mentioned areas of need including a special event photographer and assistance with the historical display at Founders Day. The City Council requested the Parks Board consider whether a volunteer master list should be created to support future events.

#### **Attachments/Supporting Documentation**

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NA

#### **Budget/Financial Impact**

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NA

#### **Recommendation**

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NA

#### **Motion**

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There is no motion required.



# City of Lucas

## Parks and Open Space Board Request

### January 26, 2021

Requester: City Secretary Stacy Henderson

#### **Agenda Item Request**

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Consider approval of the minutes of the November 17, 2020 Parks and Open Space Board meeting.

#### **Background Information**

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NA

#### **Attachments/Supporting Documentation**

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1. November 17, 2020 Parks and Open Space Board minutes.

#### **Budget/Financial Impact**

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NA

#### **Recommendation**

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Staff recommends approval of the minutes as submitted.

#### **Motion**

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I make a motion to approve/amend the minutes of the November 17, 2020 Parks and Open Space Board meeting.



Parks and Open Space Board Meeting  
November 17, 2020  
7:00 p.m.  
City Hall Council Chambers  
and by Video Conference  
City Hall – 665 Country Club Road, Lucas Texas

## MINUTES

### Call to Order

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Chairman Rhoads called the meeting to order at 6:00 p.m.

**Parks Board Members Present:**

Chairman David Rhoads  
Vice Chairman Bill Esposito *arrived at 6:10pm*  
Member Kenneth Patterson  
Member Christel Parish

**Staff Present:**

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

**Parks Board Members Absent:**

Member Tommy Dewitt

**City Council Liaison Absent:**

Councilmember Tim Baney

Chairman Rhoads determined that a quorum was present, and the Pledge of Allegiance was conducted.

**1. Review and approve the special events calendar for 2021.**

City Manager Joni Clarke gave a presentation regarding the special events calendar.

**MOTION:** A motion was made by Chairman Rhoads, seconded by Mr. Patterson to approve the special events calendar for 2021 as presented. The motion passed unanimously by a 3 to 0 vote.

**2. Appoint a Chairman to the Lucas Farmers Market Committee.**

City Manager Joni Clarke gave a presentation regarding the Farmers Market Committee.

**MOTION:** A motion was made by Mr. Patterson, seconded by Chairman Rhoads to appoint Bill Esposito as Chairman to the Lucas Farmers Market Committee. The motion passed unanimously by a 4 to 0 vote.

**3. Approval of the minutes of the September 22, 2020 Parks and Open Space Board meeting.**

**MOTION:** A motion was made by Chairman Rhoads seconded by Mr. Patterson to approve the minutes of the September 22, 2020 Parks and Open Space Board meeting. The motion passed unanimously by a 4 to 0 vote.

**4. Adjournment.**

**MOTION:** A motion was made by Vice Chairman Esposito, seconded by Mr. Patterson to adjourn the meeting at 6:14 p.m. The motion passed unanimously by a 4 to 0 vote.

APPROVE:

ATTEST:

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David Rhoads, Chairman

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Stacy Henderson, City Secretary



# City of Lucas

## Parks and Open Space Board Request

### January 26, 2021

Requester: Parks Board

#### **Agenda Item Request**

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Consider future agenda items for action or discussion to be added to the Parks and Open Space Board Agenda and discuss 2021 meeting dates and due date for agenda items.

#### **Background Information**

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The Parks and Open Space Board will meet on the following dates in 2021:

- March 23, 2021
- May 25, 2021
- July 27, 2021
- September 28, 2021
- November 23, 2021 (This meeting date is during Thanksgiving week, possibly choose another date or consider cancelling meeting)

To add an item to a future agenda, coversheets and any backup information is due to the City Secretary on Tuesday one week prior to the meeting by Noon. The agenda packet for each meeting is distributed electronically and posted on the City's website no later than Friday before each meeting.

#### **Attachments/Supporting Documentation**

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NA

#### **Budget/Financial Impact**

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NA

#### **Recommendation**

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NA

#### **Motion**

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There is no motion required.



# City of Lucas

## Parks and Open Space Board Request

### January 26, 2021

Item No. 09

Requester: Parks Board

#### **Agenda Item Request**

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Consider the appointment of a Chairman and Vice Chairman of the Parks and Open Space Board to serve for a period of approximately one (1) year with terms ending December 31, 2021.

#### **Background Information**

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The City's Code of Ordinances, Section 1.09.034 states that the Parks and Open Space Board shall elect a Chairman and Vice Chairman from its membership annually.

#### **Attachments/Supporting Documentation**

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NA

#### **Budget/Financial Impact**

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NA

#### **Recommendation**

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NA

#### **Motion**

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I make a motion to appoint \_\_\_\_\_ as Chairman of the Parks and Open Space Board for a period of approximately one (1) year with a term ending December 31, 2021.

I make a motion to appoint \_\_\_\_\_ as Vice Chairman of the Parks and Open Space Board for a period of approximately one (1) year with a term ending December 31, 2021.