



AGENDA

City of Lucas

Parks and Open Space Board Meeting

July 27, 2021

7:00 PM

City Hall, Council Chambers and 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, July 27, 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. Parks and Open Space Board meetings will be available in person and through Zoom Webinar from your computer or smartphone.

To join the meeting, please click this URL:

<https://us06web.zoom.us/j/93209577490?pwd=V3hrNENHdGN4WnJHaDIPNzBjZHpzQT09>

and enter your name and email address.

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

Webinar ID: 932 0957 7490

Passcode: 777570

How to Provide Input at a Meeting:

Speak In Person: Request to Speak forms will be available at the meeting. Please fill out the form and give to the City Secretary prior to the start of the meeting. This form will also allow a place for comments.

Speak Remotely Via Zoom: If you would like to attend a meeting remotely and speak via Zoom, email the City Secretary at shenderson@lucastexas.us by 5:00 pm noting the item you wish to speak on and noting your attendance will be remote. Any requests received after 5:00 pm will not be included at the meeting.

Submit Written Comments: If you are unable to attend a meeting and would like to submit written comments regarding a specific agenda item, email the City Secretary at shenderson@lucastexas.us by no later than 5:00 pm 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. Any requests received after 5:00 pm will not be included at the meeting.

Call to Order

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

Regular Agenda

1. Provide an update on the City's special events:
 - A. Movie in the Park is scheduled on Friday, August 20, 2021
 - B. Public Lands Trail Cleanup is scheduled on Saturday, September 25, 2021
 - C. North Texas Community Cleanup Challenge (**Assistant to the City Manager Kent Souriyasak**)
2. Provide update regarding the facilitation of a Master Volunteer List. (**Parks Board Member Ken Patterson, Alternate Parks Board Member Pam Poteete, Assistant to the City Manager Kent Souriyasak**)
3. Receive reports from Parks Board members regarding the Adopt-a-Park Program, review the park facility checklist for each park, and alternate park assignments amongst the members. (**Parks Board**)
4. Review the Parks Board projects, goals and objectives established by the project matrix. (**Parks Board**)
5. Discuss potential parks improvement projects to be considered for the Local Parks Grant by Texas Parks & Wildlife. (**Assistant to the City Manager Kent Souriyasak**)
6. Consider adding a GaGa ball court to the Forest Creek Park. (**Alternate Parks Board Member Pam Poteete**)
7. Discuss program ideas to promote neighborhood beautification and maintenance. (**Alternate Parks Board Member Pam Poteete**)
8. Consider planting wildflower areas in the City of Lucas and recommend locations to the City Council for consideration. (**Parks Board Member Laura Giles**)
9. Consider setting a date and time for training with the City Attorney regarding board member policies and open meetings act requirements. (**Parks Board**)
10. Provide an update on the Lucas Farmers Market. (**Vice Chairman Bill Esposito, Councilmember Tim Baney**)
11. Consider approval of the minutes of the May 25, 2021 Parks and Open Space Board meeting. (**City Secretary Stacy Henderson**)
12. Consider future agenda items for action or discussion to be added to the Parks and Open Space Board Agenda. (**Parks Board**)

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 July 23, 2021.

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 and Open Space Board Request

July 27, 2021

Requester: Assistant to the City Manager Kent Souriyasak

Agenda Item Request

Provide an update on the City's special events:

- A. Movie in the Park is scheduled on Friday, August 20, 2021
- B. Public Lands Trail Cleanup is scheduled on Saturday, September 25, 2021
- C. North Texas Community Cleanup Challenge

Background Information

A. Movie in the Park

Due to rain in June, the Movie in the Park was rescheduled to Friday, August 20, 2021. The movie will begin at 8:00 pm following sunset at the Community Park. The City invites all families to join us for Movie in the Park in this back-to-school event. The featured movie will be Disney Pixar's *Onward* which follows two teenage elf brothers who embark on an extraordinary quest filled with magic spells, cryptic maps, impossible obstacles, and unimaginable discoveries. The Movie in the Park is free to the public and parking will open at 7:00 pm. Free prepackaged snacks and drinks will be provided to attendees at the park pavilion. Families are welcome to bring lawn chairs, blankets, and pillows to the back-to-school movie event.

B. Public Lands Trail Cleanup

In partnership with the United States Army Corps of Engineers and Trinity Trail Preservation Association, the City will be holding the Public Lands Trail Cleanup on Saturday, September 25, 2021. The cleanup event will take place at the Brockdale Park Trailhead from 9:00 am to 1:00 pm. The Public Lands Trail Cleanup is in support of National Public Lands Day which promotes popular enjoyment and volunteer conservation of public lands. National Public Lands Day is celebrated annually at public lands in the United States on the fourth Saturday of September. Volunteers will check in at the Brockdale Park Trailhead and staff will safely transport volunteers to and from nearby trail cleanup areas. Online preregistration will be available on the City's website in early August.

C. North Texas Community Cleanup Challenge

The North Texas Community Cleanup Challenge is a friendly competition among North Texas communities to see who can pick up the most litter. At the end of the contest, the community with the most litter cleaned up per resident will receive the North Texas Community Cleanup award that they can proudly display at City Hall. Each year, the trophy will move from community to community, each adding their name to the legacy of litter cleanup efforts. The challenge timeframe runs between September 1 and October 31, 2021. The City will be participating in the challenge as the Public Lands Trail Cleanup will take place during the challenge timeframe.



City of Lucas

Parks and Open Space Board Request

July 27, 2021

Attachments/Supporting Documentation

N/A

Budget/Financial Impact

A. Movie in the Park

Movie in the Park has a total estimated cost of \$2,000 including the inflatable movie screen, setup/teardown, movie screen operator, audio/visual equipment, movie license fee, prepackaged food, and drinks. Funding will be utilized from account 11-6211-448 Park Events.

B. Public Lands Trail Cleanup

The Public Lands Trail Cleanup has a total estimated cost of \$6,000 including all-terrain golf cars, signs, cleanup supplies, prepackage food and drinks for volunteers. Funding will be utilized from account 11-6212-452 Storm Water Management Expense. Per the Texas Commission on Environmental Quality (TCEQ), the City is required to report cleanup expenses and data under storm water management.

C. North Texas Community Cleanup Challenge

There is no cost associated with participating in the North Texas Community Cleanup Challenge.

Recommendation

N/A

Motion

This is an update only. There is no motion required.



City of Lucas

Parks and Open Space Board Request

July 27, 2021

Requester: Parks Board Member Ken Patterson
Alternate Parks Board Member Pam Poteete
Assistant to the City Manager Kent Souriyasak

Agenda Item Request

Provide update regarding the facilitation of a Master Volunteer List.

Background Information

At the January 26, 2021 Parks and Open Space Board meeting, the Parks Board agreed to facilitate the creation of a master volunteer list and advertise throughout the year. Parks Board members Ken Patterson and Pam Poteete volunteered to organize the volunteer list and provide periodic updates.

A volunteer registration form was created and can be found on the City's website under the Special Events page at: www.lucastexas.us/volunteer-registration-form. The volunteer registration form was posted on the City's website in early March of 2021.

As of July 14, 2021, there are 12 people who signed up using the online volunteer registration form. Below are the special events that the registered volunteers have signed up for:

Founders Day – 9 volunteers
Lucas Farmers Market – 1 volunteer
No Preference – 2 volunteers

The volunteers have been contacted regarding their interest in volunteering at special events.

Attachments/Supporting Documentation

NA

Budget/Financial Impact

NA

Recommendation

NA

Motion

There is no motion required, this item is for discussion purposes only.



City of Lucas Parks and Open Space Board Request July 27, 2021

Requester: Parks Board

Agenda Item Request

Receive reports from Parks Board members regarding the Adopt-a-Park Program, review the park facility checklist for each park, and alternate park assignments amongst the members.

Background Information

At the March 23, 2021 Parks and Open Space Board meeting, the Parks Board reviewed the Adopt-A-Park Program and determined that any concerns noted during park monitoring would be directly reported to City staff at that time to ensure maintenance items could be addressed quickly. The Parks Board also determined that a rotation schedule would occur between Parks Board members to monitor the various parks. The monitoring schedule for the year is outlined below:

2021	East Winningkoff Trail Head	Forest Creek Park	Community Park	Kenneth R. Lewis Park
January	Bill Esposito	Laura Giles	Christel Parrish	Ken Patterson
February	Pam Poteete	David Rhoads		Bill Esposito
March	Laura Giles	Christel Parrish	Ken Patterson	Pam Poteete
April	David Rhoads		Bill Esposito	Laura Giles
May	Christel Parrish	Ken Patterson	Pam Poteete	David Rhoads
June		Bill Esposito	Laura Giles	Christel Parrish
July	Ken Patterson	Pam Poteete	David Rhoads	
August	Bill Esposito	Laura Giles	Christel Parrish	Ken Patterson
September	Pam Poteete	David Rhoads		Bill Esposito
October	Laura Giles	Christel Parrish	Ken Patterson	Pam Poteete
November	David Rhoads		Bill Esposito	Laura Giles
December	Christel Parrish	Ken Patterson	Pam Poteete	David Rhoads

Attachments/Supporting Documentation

1. Adopt-A-Park Review Checklist

Budget/Financial Impact

NA

Recommendation

NA

Motion

NA

Adopt-A-Park Review Checklist

Date:		Reviewer's Name:	
Place an "X" by the Park you are reviewing			
	East Winningkoff Trail Head	(East Winningkoff Road - next to the water tower)	
	Forest Creek Park	(Orchard Gap Lane and West of White Rock Trail)	
	Lucas Community Park	(Beside City Hall)	
	Kenneth R. Lewis Park	(Southview Drive [1378] South of West Lucas Road)	
<hr/>			
Review Areas		Comments	
Landscape:			
	Mowing		
	Weed Control		
	Shrub Planting		
	Irrigation		
	Mulching		
Hardscape Surfaces:			
	Parking Lot		
	Dugouts		
	Pavilions		
Playgrounds:			
	Equipment Maintenance		
Restrooms:			
	Stocking of Supplies		
	Vandalism		
	Graffiti		
Litter and Debris:			
	Broken Amenities		
Overall Assessment:			

*Email the Parks Board Members, Development Services Director Joe Hilbourn and City Manager Joni Clarke upon completion of report.



City of Lucas

Parks and Open Space Board Request

July 27, 2021

Requester: Parks Board

Agenda Item Request

Review the Parks Board projects, goals and objectives established by the project matrix.

Background Information

NA

Attachments/Supporting Documentation

1. Project Matrix
2. Special Events Calendar

Budget/Financial Impact

NA

Recommendation

NA

Motion

NA

PARKS BOARD MATRIX

Comprehensive Plan Goals

- Goal 1. Preserve natural environment and native ecosystems.
- 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.
- Goal 3. Develop and maintain the new Lucas parks and open space system

PARKS BOARD PROJECTS				
Parks Board Agenda Date 2021	Projects	Status/Event Date	Project Leader	Team Members
May 25	Park Budget Review and Recommendations	Annually	Joni Clarke	Parks Board Kent Souriyasak Joe Hilbourn
May 25 July 27 September 28	Review Adopt-A-Park program. Identify additional/desired park amenities and their location within the City's park system	Review monthly, send to staff and Parks Board	Parks Board	Joe Hilbourn Public Works
May 25	Farmers Market	April-October	Bill Esposito	Lucas Farmers Market Committee Parks Board
May 25	Keep Lucas Beautiful Spring Cleanup Event/Electronic Recycling and Paper Shredding	April 3	Kent Souriyasak	Public Works
May 25	Movie in the Park – Spring Rescheduled	August 20	Kent Souriyasak	Bill Esposito
May 25	Founders Day	May 8	Kent Souriyasak	City Staff
July 27	Public Lands Trail Cleanup Event with TTPA and USACE	September 25	Kent Souriyasak	Public Works
July 27 September 28	Movie in the Park – Fall	October 16	Kent Souriyasak	Bill Esposito
September 28	Arbor Day	November 6	Kent Souriyasak	Bill Esposito
January 25, 2022	Review of the Comprehensive Plan, Park Rules and Park Fees	Annually	Joe Hilbourn	Parks Board
Revisit 2022	Trail Master Plan	Revisit 2022	Joe Hilbourn Joni Clarke	Parks Board
	Work with Boy Scouts on Community Projects	Ongoing	Joe Hilbourn	Boy Scouts

	Write articles for the Lucas Leader	Ongoing	Stacy Henderson	Parks Board
	Master Volunteer List	Ongoing	Ken Patterson Pam Poteete	Kent Souriyasak
Parks Board Agenda Date 2021	Projects	Status/Event Date	Project Leader	Team Members
Not Established	Identify and plant Wildflower area		Laura Giles	
Not Established	Agricultural Tours		Laura Giles	
Not Established	Identify Public Lands for tree planting		Parks Board	
Not Established	Hold a seminar on how to build a chicken coop/how to start a vegetable garden			
Not Established	Hold a Plant Exchange/Sale to promote native plants			
Not Established	Concert in the Park			

Day	Date	Time	Event	Location
Tuesday	October 5, 2021	Varies	National Night Out	Varies
Saturday	October 9, 2021	8:00 am – 12:00 pm	Lucas Farmers Market	Community Park
Sunday	October 10, 2021	To Be Determined	Fire Prevention Week Open House	Fire Station
Saturday	October 16, 2021	8:00 pm – 10:00 pm	Movie in the Park	Community Park
Saturday	October 23, 2021	8:00 am – 12:00 pm	Lucas Farmers Market (Note: Final Market of 2021 Season)	Community Park
Saturday	November 6, 2021	9:00 am – 12:00 pm	Arbor Day Electronic Recycling & Paper Shredding	Community Park
Friday	December 3, 2021	6:00 pm – 9:00 pm	Country Christmas/Holiday Market	Community Park
Sunday	December 5, 2021	To Be Determined	Lucas Fire-Rescue Appreciation Event & Awards Ceremony	Fire Station
Saturday	April 2, 2022	9:00 am – 1:00 pm	Keep Lucas Beautiful Spring Cleanup Electronic Recycling & Paper Shredding	Varies Community Park
Saturday	April 9, 2022	8:00 am – 12:00 pm	Lucas Farmers Market (Note: Tentative Start of 2022 Season)	Community Park
Saturday	April 23, 2022	8:00 am – 12:00 pm	Lucas Farmers Market	Community Park
Monday	April 25, 2022	To Be Determined	Early Voting Begins	Community Center
Tuesday	May 3, 2022	To Be Determined	Early Voting Ends	Community Center
Saturday	May 7, 2022	To Be Determined	Election Day	Community Center
Saturday	May 14, 2022	8:00 am – 1:00 pm	Founders Day/Lucas Farmers Market	Community Park
Saturday	May 28, 2022	8:00 am – 12:00 pm	Lucas Farmers Market (Note: Memorial Day Weekend)	Community Park
Saturday	June 11, 2022	8:00 am – 12:00 pm	Lucas Farmers Market	Community Park
Saturday	June 25, 2022	8:00 am – 12:00 pm	Lucas Farmers Market	Community Park
Saturday	July 9, 2022	8:00 am – 12:00 pm	Lucas Farmers Market	Community Park
Saturday	July 23, 2022	8:00 am – 12:00 pm	Lucas Farmers Market	Community Park
Saturday	August 13, 2022	8:00 am – 12:00 pm	Lucas Farmers Market	Community Park
Friday	August 19, 2022	8:00 pm – 12:00 pm	Movie in the Park (Note: Tentative Back- to-School Event)	Community Park
Saturday	August 27, 2022	8:00 am – 12:00 pm	Lucas Farmers Market	Community Park
Saturday	September 10, 2022	8:00 am – 12:00 pm	Lucas Farmers Market	Community Park
Saturday	September 17, 2022	9:00 am – 1:00 pm	Public Lands Trail Cleanup	To Be Determined
Saturday	September 24, 2022	8:00 am – 12:00 pm	Lucas Farmers Market	Community Park

Note: The final dates for the 2022 season of the Lucas Farmers Market are tentatively scheduled on October 8, 2022, and October 22, 2022, in fiscal year 2022-2023.



City of Lucas

Parks and Open Space Board Request

July 27, 2021

Requester: Assistant to the City Manager Kent Souriyasak

Agenda Item Request

Discuss potential parks improvement projects to be considered for the Local Parks Grant by Texas Parks & Wildlife.

Background Information

The Local Parks Grant Program by Texas Parks & Wildlife is now accepting applications to assist local units of government with the acquisition and/or development of public recreation areas and facilities throughout the State of Texas. The Program provides 50% matching funds on a reimbursement basis to eligible applicants. All fund-assisted sites must be dedicated as parkland in perpetuity, properly maintained, and open to the public. Funding for these programs comes from a portion of the state sales tax on sporting goods and additional funds come from federal offshore oil and gas royalties through the Land & Water Conservation Fund.

Assistant to the City Manager Kent Souriyasak participated in the Local Parks Grant Workshop. Below are highlights from the workshop:

- 50% matching funds. Grant is provided through reimbursement and will award up to \$150,000 in matching funds.
- Eligible costs include acquisition of land, new construction, renovation, and professional services.
- High priority is given to projects with recreational elements (dog parks, soccer fields, tennis courts, playgrounds, etc.) instead of support facilities (parking, bathrooms, etc.).
- Grant applications are due by October 1, 2021.

Attachments/Supporting Documentation

N/A

Budget/Financial Impact

Funding is undetermined at this time.

Recommendation

N/A

Motion

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



City of Lucas

Parks and Open Space Board Request

July 27, 2021

Requester: Alternate Parks Board Member Pam Poteete

Agenda Item Request

Consider adding a GaGa ball court to the Forest Creek Park.

Background Information

At the request of Alternate Parks Board Member Pam Poteete, this item was placed on the agenda for discussion and consideration.

GaGa ball is a fast paced, high energy game played in an octagonal pit. The game is played with a soft foam ball and includes dodging, running, and jumping, while trying to hit opponents with a ball below the knees.

GaGa ball courts are between 16 to 20 feet in diameter. The floor can be the grass, dirt, artificial turf, or rubber mulch. Permanent pits are usually made of wood and can be custom built or purchased by a vendor. Wooden pits can cost between approximately \$3,000 to \$6,000.

Attachments/Supporting Documentation

NA

Budget/Financial Impact

NA

Recommendation

NA

Motion

I make a motion to approve/deny recommending to the City Council adding a GaGa ball court at Forest Creek Park.



City of Lucas

Parks and Open Space Board Request

July 27, 2021

Requester: Alternate Parks Board Member Pam Poteete

Agenda Item Request

Discuss program ideas to promote neighborhood beautification and maintenance.

Background Information

Alternate Parks Board Member Pam Poteete is interested in promoting neighborhood beautification to encourage individual homeowners to actively clean up and beautify their neighborhoods. Some possible program ideas to discuss are:

- Yard of the Month – Promote goodwill and reward exemplary lawn care in the community. The purpose of the program is to recognize neighbors who demonstrate above-average efforts in maintaining their property, thereby contributing to the overall appearance of the community at large.
- Monthly Newsletter Article Themes – Encourage best practices for individuals to take care of their property such as protecting pipes and pool equipment, applying pre-emergent to lawns, and neighborhood cleanups.
- Neighborhood Entryways – Encourage individual homeowners in yard beautification and community involvement in neighborhood entryway maintenance.

Attachments/Supporting Documentation

1. Lucas Landscapes – Keeping it Beautiful

Budget/Financial Impact

NA

Recommendation

NA

Motion

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

Lucas
Landscapes
Keeping it Beautiful

- Possibly have yard of the month signs available
- Monthly newsletter highlights
- Encourage individual homeowners in yard beautification and community involvement in neighborhood entry way maintenance.
- Reference keepaubreybeautiful.org

Potential Monthly Articles:

January:

*Protect pipes and pool equipment, winterize sprinkler systems -

February:

*Article on how to maintain bar ditches or give them a new look.

March:

*Apply Pre-emergent to Lawns when ground is above 50% to help prevent crabgrass & weeds. Per Neil Sperry, **Spring application** (primarily for crabgrass and grass burs): March 5 — 15. Halts or Dimension.

*Clean out flower beds and prepare for spring - Useful hints for flowerbed clean up.

*Fertilize lawns after Bermuda begins to turn green.

April:

*Neighborhood Clean up! Community efforts to clean up neighborhood entrances and common areas.

May:

*Article on Witch's Broom rose disease

June:

* Second spring application of pre-emergent (due to long growing season and possibility that crabgrass and grass burs could still germinate): June 5 — 15.

August:

*Article on Common tree diseases and how to treat them

September:

*Apply pre-emergent to lawns. From Neil Sperry: **Fall application** (primarily for cool-season grassy weeds such as annual bluegrass, rescuegrass and rye): September 1 — 10. Halts or Dimension. **Fall**

application (primarily for broadleafed weeds such as henbit, dandelions, clover and chickweed): September 1 — 10. Gallery. This treatment can be made the same day as the application for grassy weed prevention, but do them sequentially. Do not try to mix granules in your spreader.

October:

*Neighborhood Clean up! Community efforts to clean up neighborhood entrances and common areas.

*Plant trees – List of trees that grow best in Lucas.

November:

*Prune Trees (Fall and winter)

December:

*Prune Trees



City of Lucas

Parks and Open Space Board Request

July 27, 2021

Requester: Parks Board Member Laura Giles

Agenda Item Request

Consider planting wildflower areas in the City of Lucas and recommend locations to the City Council for consideration.

Background Information

At the March 23, 2021, Parks and Open Space Board meeting, Parks Board member Laura Giles brought forward the suggestion of identifying and planting a wildflower area within the City. Staff identified two locations where wildflowers could be planted: 1) 151 Country Club Road located at the intersection of Country Club Road and West Lucas Road, specifically the building pad area; and 2) the East Winningkoff Trailhead in the open area behind the coral near the East Winningkoff water tower. Both locations potentially reduce maintenance costs leaving less area for mowing and would be considered a beautification project for either area. Both areas have adequate parking, and the East Winningkoff Trailhead has the advantage of restroom facilities. Wildflower seeds are available at no cost.

Should the Parks Board want to move forward with this project, a recommendation to the City Council will be required.

Attachments/Supporting Documentation

NA

Budget/Financial Impact

NA

Recommendation

NA

Motion

I make a motion to approve/deny recommending to the City Council planting wildflower seeds at 151 Country Club Road on the building pad site and at the East Winningkoff Trailhead in the open area behind the coral.



City of Lucas

Parks and Open Space Board Request

July 27, 2021

Requester: Parks Board

Agenda Item Request

Consider setting a date and time for training with the City Attorney regarding board member policies and open meetings act requirements.

Background Information

The City Attorney will be conducting training with City of Lucas Boards and Commissions regarding board member policy and open meetings act requirements and updates. The City Attorney is available for training on the following days:

Monday, August 16 at 6 pm
Monday, August 23 at 6 pm
Thursday, August 26 at 6 pm

Attachments/Supporting Documentation

NA

Budget/Financial Impact

NA

Recommendation

NA

Motion

I make a motion to conduct training with the City Attorney on the following date and time:

_____.



City of Lucas

Parks and Open Space Board Request

July 27, 2021

Requester: Vice Chairman Bill Esposito
Councilmember Tim Baney

Agenda Item Request

Provide an update on the Lucas Farmers Market.

Background Information

Farmers markets are held on the second and fourth Saturday of each month through October with a special market held during Country Christmas. Vice Chairman Bill Esposito will provide an update regarding market activities to date.

Attachments/Supporting Documentation

NA

Budget/Financial Impact

NA

Recommendation

NA

Motion

No action necessary, this item is for discussion purposes only.



City of Lucas

Parks and Open Space Board Request

July 27, 2021

Requester: City Secretary Stacy Henderson

Agenda Item Request

Consider approval of the minutes of the May 25, 2021 Parks and Open Space Board meeting.

Background Information

NA

Attachments/Supporting Documentation

1. May 25, 2021 Parks and Open Space Board minutes.

Budget/Financial Impact

NA

Recommendation

Staff recommends approval of the minutes as submitted.

Motion

I make a motion to approve/amend the minutes of the May 25, 2021 Parks and Open Space Board meeting.



Parks and Open Space Board Meeting
May 25, 2021
7:00 p.m.

City Hall Council Chambers and by Video Conference
City Hall – 665 Country Club Road, Lucas Texas

MINUTES

Call to Order

Chairman Rhoads called the meeting to order at 7:02 p.m.

Parks Board Members Present:

Chairman David Rhoads
Vice Chairman Bill Esposito
Member Kenneth Patterson
Member Christel Parish
Alternate Member Laura Giles
Alternate Member Pam Poteete

Staff Present:

Development Services Director Joe Hilbourn
City Secretary Stacy Henderson
Assistant to the City Manager Kent Souriyasak

City Council Liaison Present:

Councilmember Tim Baney

Parks Board Members Absent:

Member Tommy Dewitt

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

Regular Agenda

1. Provide an update on the City's special events:

- A. Keep Lucas Beautiful Spring Cleanup was held on Saturday, April 3, 2021
- B. Founders Day was held on Saturday, May 8, 2021
- C. Movie in the Park is scheduled on Friday, June 4, 2021

Assistant to the City Manager Kent Souriyasak updated the Board on recent events including Keep Lucas Beautiful and Founders Day activities and discussed details of the upcoming Movie in the Park event.

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

2. Review budget recommendations and park fees on behalf of the City of Lucas Parks and Open Space Board for fiscal year 21/22 budget.

There were no changes to the park fees or proposed budget items added. There was no action taken on this item.

3. Provide an update on the Lucas Farmers Market.

Vice Chairman Bill Esposito gave an update regarding Lucas Farmers Market activities and recent events. Parks Member Laura Giles gave an update discussing the various vendors that attended recent markets. Parks Board members also discussed the donation table and items received during the recent farmers market.

Chairman Rhoads noted that an email was received from Stephanie Schertz regarding the farmers market and those items would be addressed with the Farmers Market Committee.

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

4. Consider enhancing the Community Park by converting the existing Public Works building into a pavilion and relocating the City's Public Works operations to the North Pump Station.

There was no discussion on this item, it was removed from the agenda.

5. Provide update regarding the facilitation of a Master Volunteer List.

Parks Board Member Ken Patterson provided an update regarding the creation of the master volunteer list. He noted the application is available on the City's website and 12 volunteers have signed up to date.

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

6. Receive reports from Parks Board members regarding the Adopt-A-Park Program, review the park facility checklist for each park, and alternate park assignments amongst the members.

The Parks Board will be sending out information to Parks Board members with their park assignments, rotation schedule, and email staff with any updates.

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

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

The Parks Board reviewed the matrix projects outlined for the year.

Councilmember Baney suggested having the chicken coop/how to grow a garden as part of as part of the farmers market events. Ms. Giles stated that she was working with Lucas resident Cathey Gleason on bringing her chicken coop trailer to the farmers market.

The Parks Board discussed starting a seed library that would be maintained at City Hall. The Parks Board has been working with City Manager Joni Clarke on this item.

The Parks Board asked that the seed library be added to the matrix project list.

8. Consider future agenda items for action or discussion to be added to the Parks and Open Space Board Agenda.

The following items were requested to be added to the July 27, 2021 Parks and Open Space Board Meeting:

- Establishing wildflower area within the City (possibly old City Hall area, Winningkoff Trailhead)
- Neighborhood beautification – encourages neighborhoods to maintain their entrances

9. Consider approval of the minutes of the March 23, 2021 Parks and Open Space Board meeting.

MOTION: A motion was made by Vice Chairman Esposito seconded by Mr. Patterson to approve the minutes of the March 23, 2021 Parks and Open Space Board meeting. The motion passed unanimously by a 4 to 0 vote.

10. Adjournment.

MOTION: A motion was made by Vice Chairman Esposito, seconded by Mr. Patterson to adjourn the meeting at 7:59 p.m. The motion passed unanimously by a 4 to 0 vote.

APPROVE:

ATTEST:

David Rhoads, Chairman

Stacy Henderson, City Secretary



City of Lucas

Parks and Open Space Board Request

July 27, 2021

Requester: Parks Board

Agenda Item Request

Consider future agenda items for action or discussion to be added to the Parks and Open Space Board Agenda.

Background Information

NA

Attachments/Supporting Documentation

NA

Budget/Financial Impact

NA

Recommendation

NA

Motion

There is no motion required.