



Parks and Open Space Board Meeting
July 27, 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
Alternate Member Pam Poteete

Staff Present:

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

Parks Board Members Absent:

Member Tommy Dewitt
Member Christel Parish
Alternate Member Laura Giles

City Council Liaison Present:

Councilmember Tim Baney

Chairman Rhoads determined that a quorum was present, and the Pledge of Allegiance was conducted. Due to the absence of regular members, Alternate Member Pam Poteete served as a voting member.

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 gave an update regarding upcoming events related to Movie in the Park, Trail Cleanup event, and the North Texas Community Cleanup Challenge. Logistics, registration, and event details were discussed.

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

2. 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 that several volunteers from the list had been used at a recent farmers market event, and twelve volunteers have signed up for the master volunteer list to date.

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

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.

The Parks Board members will be reevaluating the checklist to determine what updates were needed.

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

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

Mr. Patterson asked that the Parks Board review the Collin County Parks and Open Space Strategic Plan to determine ways in which the Parks Board could support the strategic plan as it relates to the Lucas area. This item will be added to the Project Matrix and placed on the September Parks Board agenda for further discussion.

There was no action on this item.

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 discussed objectives of the grant project, noting that proposed projects needed to include recreational improvements in parks or areas that could be dedicated as parks. The grant provided 50% matching funds and application submission was due October 1, 2021.

The Parks Board discussed areas for potential projects that included Forest Creek Park and Kenneth R. Lewis Park. Parks Board member Ken Patterson volunteered to assist Mr. Souriyasak with the grant application.

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

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

The Parks board discussed the use of Gaga ball courts and installation requirements, as well as a pickleball court and updates to the existing playground equipment at Forest Creek Park.

City Manager Joni Clarke stated that these items would be included as part of the parks improvement projects for the Local Parks Grant by Texas Parks & Wildlife.

7. Discuss program ideas to promote neighborhood beautification and maintenance.

Alternate Parks Board Member Pam Poteete discussed various beautification efforts that could be associated with the Keep Texas Beautiful and Keep Lucas Beautiful program.

City Manager Joni Clarke recommended Ms. Poteete take part in upcoming Keep Texas Beautiful events that were included in the Parks Board budget for the upcoming year and be the Parks Board liaison for the Keep Lucas Beautiful program.

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

This item will be part of the Keep Lucas Beautiful program, no further action or discussion was taken on this item.

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

The Parks Board agreed to conduct training with the City Attorney on Thursday, August 26 at 6:00 pm.

10. Provide an update on the Lucas Farmers Market.

Vice Chairman Bill Esposito provided an update on the farmers market discussing the success of the market, vendor satisfaction, variety of products, appreciation of volunteer assistance, and the positive response to the donation booth.

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

11. Consider approval of the minutes of the May 25, 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 May 25, 2021, Parks and Open Space Board meeting. The motion passed unanimously by a 4 to 0 vote.

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

The following items were added for the next Parks Board agenda:

- Collin County Parks and Open Space Strategic Plan discussion

13. Adjournment.

MOTION: A motion was made by Ms. Poteete, seconded by Mr. Patterson to adjourn the meeting at 8:10 p.m. The motion passed unanimously by a 4 to 0 vote.

APPROVE:

ATTEST:



David Rhoads, Chairman



Stacy Henderson, City Secretary

