



## AGENDA

### Parks and Open Space Board Meeting

November 16, 2021 | 7:00 PM

Council Chambers | Video Conference

City Hall | 665 Country Club Road, Lucas, Texas

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*Notice is hereby given that a meeting of the City of Lucas Parks and Open Space Board will be held on Tuesday, November 16, 2021 at 7:00 pm at Lucas City Hall, 665 Country Club Road, Lucas, Texas 75002-7651 and by video conference, at which time the following agenda will be discussed.*

Pursuant to Texas Government Code Section 551.127, on a regular, non-emergency basis, members may attend and participate in a meeting remotely by video conference, when a quorum of the members and the presiding officer will be physically present at the location noted above on this agenda.

To join the meeting, please click this URL:

<https://us06web.zoom.us/j/93209577490?pwd=V3hrNENHdGN4WnJHaDIPNzBjZHpsQT09>

and enter your name and email address.

Join by phone: 1-346-248-7799

Webinar ID: 932 0957 7490

Passcode: 777570

If you would like to watch the meeting live, and not participate via Zoom, you may go to the City's live streaming link at <https://www.lucastexas.us/live-streaming-videos/>.

#### **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](mailto:shenderson@lucastexas.us) by 4:00 pm noting the item you wish to speak on and noting your attendance will be remote. Please note, any requests received after 4:00 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](mailto:shenderson@lucastexas.us) by no later than 4:00 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 4:00 pm will not be included at the meeting.

## 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. Consider a comprehensive review of Chapter 6 (Parks and Open Space) of the City's Comprehensive Plan together with the Trails Master Plan and make recommendations to the Planning and Zoning Commission. **(Parks Board, Councilmember Tim Baney, City Manager Joni Clarke)**
2. Discuss the Lucas Farmers Market planning process for the 2022 season. **(Lucas Farmers Market Chair Bill Esposito, Parks Board)**
3. Discuss agenda items for the Parks and Open Space meeting on January 25, 2022. **(Parks Board)**
4. Consider approval of the minutes of the September 28, 2021 Parks and Open Space Board meeting. **(City Secretary Stacy Henderson)**

## Certification

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*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, Texas 75002 and on the City's website at [www.lucastexas.us](http://www.lucastexas.us) on or before 5:00 p.m. on November 10, 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

### November 16, 2021

Requester: Parks Board  
Councilmember Tim Baney  
City Manager Joni Clarke

#### Agenda Item Request

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Consider a comprehensive review of Chapter 6 (Parks and Open Space) of the City's Comprehensive Plan together with the Trails Master Plan and make recommendations to the Planning and Zoning Commission.

#### Background Information

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At the September 28, 2021, Parks and Open Space Board meeting, the Parks Board discussed the Collin County Parks and Open Space Strategic Plan and what the City may need to consider to meet future needs for parks and open space including the following:

- Promotion of trails in Lucas including the creation of talking points
- Property acquisition
- Community area for events, including parking

At the October 18, 2021, City Council meeting, Birkhoff, Hendricks, and Carter L.L.P. gave a presentation regarding the hydraulic model of the City's existing water distribution system. Additional items considered as part of the City's water distribution system included:

- Water Master Plan
- Water Demand Study
- Impact Fee Update (water and roadway)
- 10-Year Capital Improvement Plan

Chapter 395 of the Texas Local Government Code describes the procedures Texas cities must follow to implement impact fees. The last City of Lucas Roadway and Water Impact Fee update was approved by City Council on November 1, 2018, when it adopted Ordinance 2018-11-00886.

The land use assumptions (contained in the Comprehensive Plan) and Capital Improvement Plan upon which impact fees are based shall be updated at least every five years. Because the Comprehensive Plan, Capital Improvement Plan and impact fee calculation are all interdependent, staff is recommending a review and update as necessary of the City of Lucas Comprehensive Plan.

Chapter 6 of the Comprehensive Plan, Parks, Recreation and Open Space will be reviewed by the Parks and Open Space Board along with the Trails Master Plan. Staff will bring any recommendations to the Planning and Zoning Commission for consideration.



# City of Lucas

## Parks and Open Space Board Request

### November 16, 2021

Chapter 7 of the Comprehensive Plan, Streets and Drainage will be reviewed by the City Council along with the Thoroughfare Plan. Staff will bring any recommendations to the Planning and Zoning Commission for incorporation.

Per the City's Code of Ordinances, Chapter 10, Article 10.02 Definitions, members of the Planning and Zoning Commission and the representatives appointed by the City Council as required by the enabling legislation for this article are members of the Capital Improvement Advisory Committee. The Capital Improvement Advisory Committee must have one member that represents the real estate, development, or building industry.

The following table proposes a timeline for review and completion of the Comprehensive Plan:

	Meeting to Discuss	Comments to City Secretary for Incorporation	Back to P&Z for finalization
Chapters 1, 2 and 3	December 9, 2021	December 20, 2021	January 13, 2022
Chapters 4, 5 and 6	January 13, 2022	January 24, 2022	February 10, 2022
Chapters 7 and 8	February 10, 2022	February 21, 2022	March 10, 2022

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

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1. City's Comprehensive Plan, Chapter 6, Parks and Open Space
2. City of Lucas Trails Master Plan
3. Collin County Parks and Open Space Strategic Plan

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

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NA

#### **Recommendation**

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NA

#### **Motion**

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I make a motion to recommend the following modifications to the Planning and Zoning Commission regarding Chapter 6 Parks and Open Space and the Trails Master Plan:

- 1.
  - 2.
  - 3.
- Etc.

# 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:

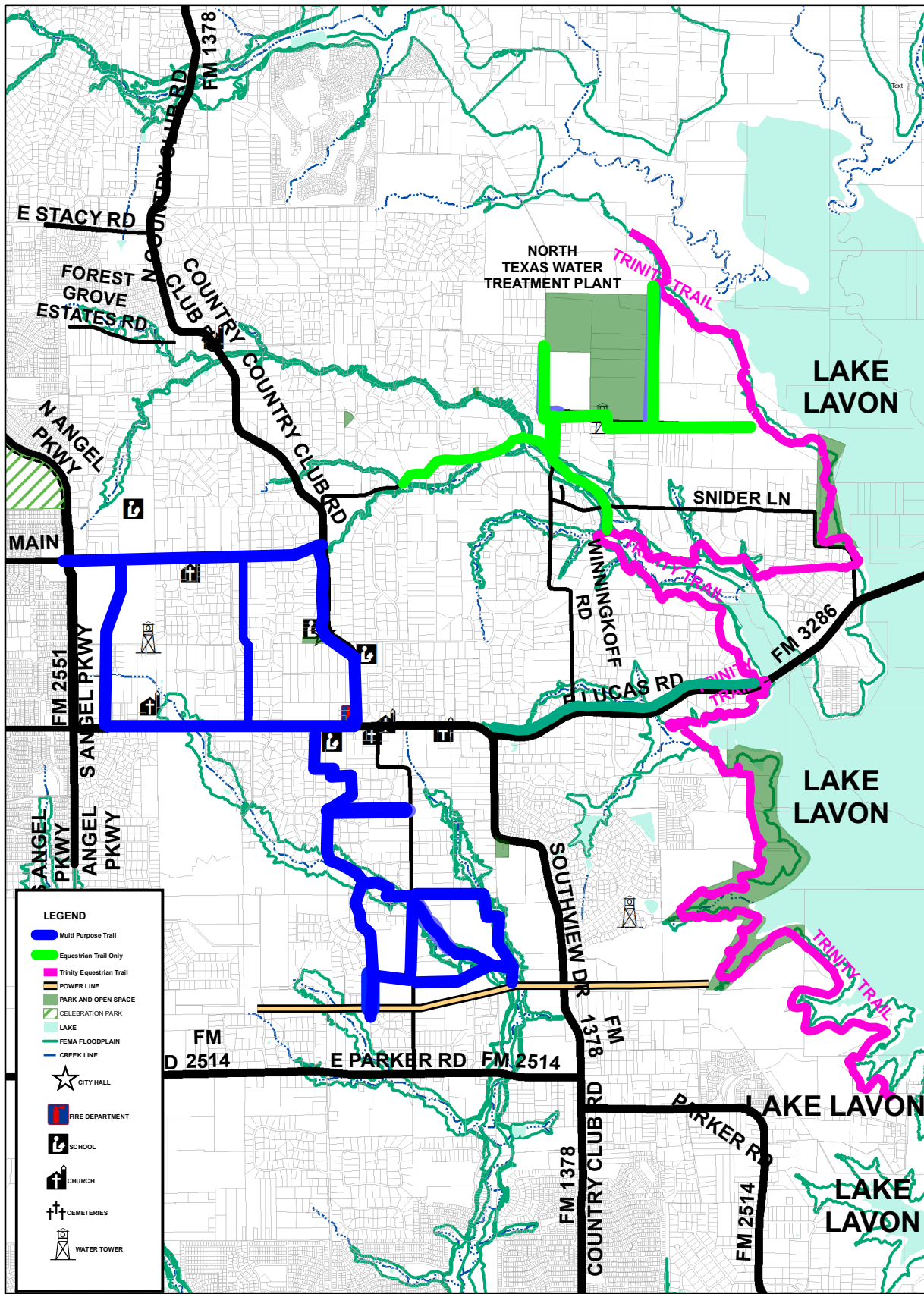
- Determine actual maintenance cost currently needed to maintain existing parks.
- Undertake the necessary effort to determine maintenance costs and capital investment costs associated with acquiring and/or developing new parks and open space.
- Allocate sufficient funding to maintain existing parks, 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.





07/29/19



**CITY OF LUCAS**  
**TRAILS MASTER PLAN**



# Executive Summary

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# Executive Summary

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# Executive Summary

## Introduction

The residents, businesses, and governments within Collin County face a future of population growth that is challenging all aspects of the area's quality of life. The county is on the northern edge of a wave of growth that is remaking the rural and agricultural landscape into a suburban landscape of residential and commercial developments. The population, at about 497,000 in the year 2000, is projected to reach nearly 1.3 million by 2025. The county is also distinguished as being the fastest growing county in Texas between 1990 and 2000, and the 11th fastest growing county nationwide during this same time period.<sup>1</sup>

The 7,400+ acres of existing county and municipally-owned parks and open spaces, while extensive, are not sufficient to meet the recreational needs of the projected 2025 population. Instead, ***it is projected that a total of 9,600 acres of new parks, open space, and recreational facilities will be needed by 2025 just to maintain the same level of parks and open space currently enjoyed by the county's existing population*** (for a total of 17,000 existing plus new acres).

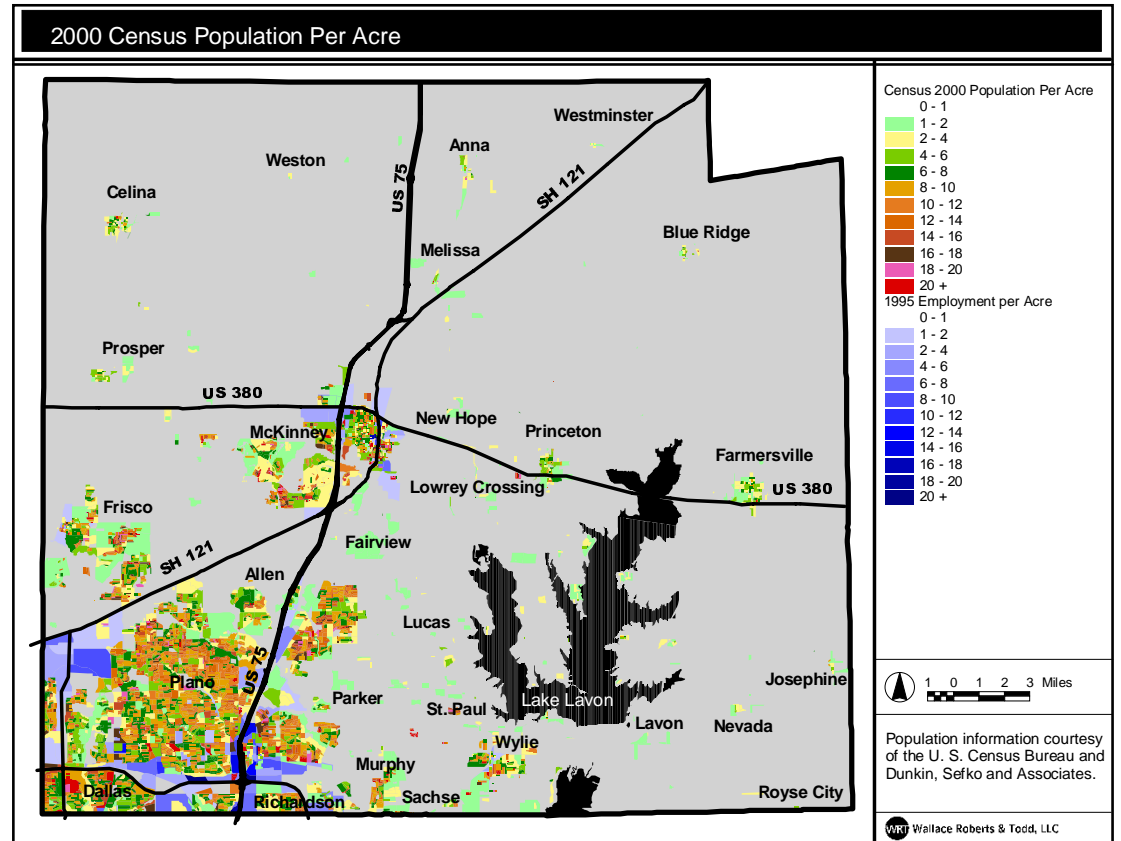
To put the parkland need in perspective, nearly 6,000 lane miles (length of road facility multiplied by number of lanes) of new roads and highways are proposed by the Collin County Thoroughfare Plan in anticipation of the projected population growth. Assuming a cost of

\$500,000 per lane mile for illustrative purposes, implementation of the Thoroughfare Plan would cost nearly \$ 3 billion dollars in 2001 dollars, exclusive of land costs. Water, sewer, stormwater, and other necessary infrastructure items face similar expansion needs and costs.

A coordinated parks and open space system is a necessary element for the future of Collin County. According to John Crompton, of Texas A & M University:

*“Evidence is mounting that quality of life is the primary factor in choosing where to locate a business and that access to parks and recreational opportunities is central to quality of life. This is especially true of high tech, research and development industries,*

**Map ES.1**



**“Too many community leaders feel they must choose between economic growth and open space protection. But no such choice is necessary. Open space protection is good for a community’s health, stability, beauty, and quality of life. It is also good for the bottom line.”<sup>14</sup>**



and corporate headquarters. Communities with excellent park systems have a distinct advantage when it comes to luring these companies.”<sup>2</sup>

Because of the tax revenue implications that come with corporate choices, the financial and political commitments needed to develop the County’s Thoroughfare Plan, schools, and water and sewer systems will also be needed to develop a parks and open space system that meets the needs of existing and future residents of Collin County. Without such a commitment, the governments of Collin County and the land and property development sectors may be hard pressed in attracting new businesses, and retaining existing businesses.

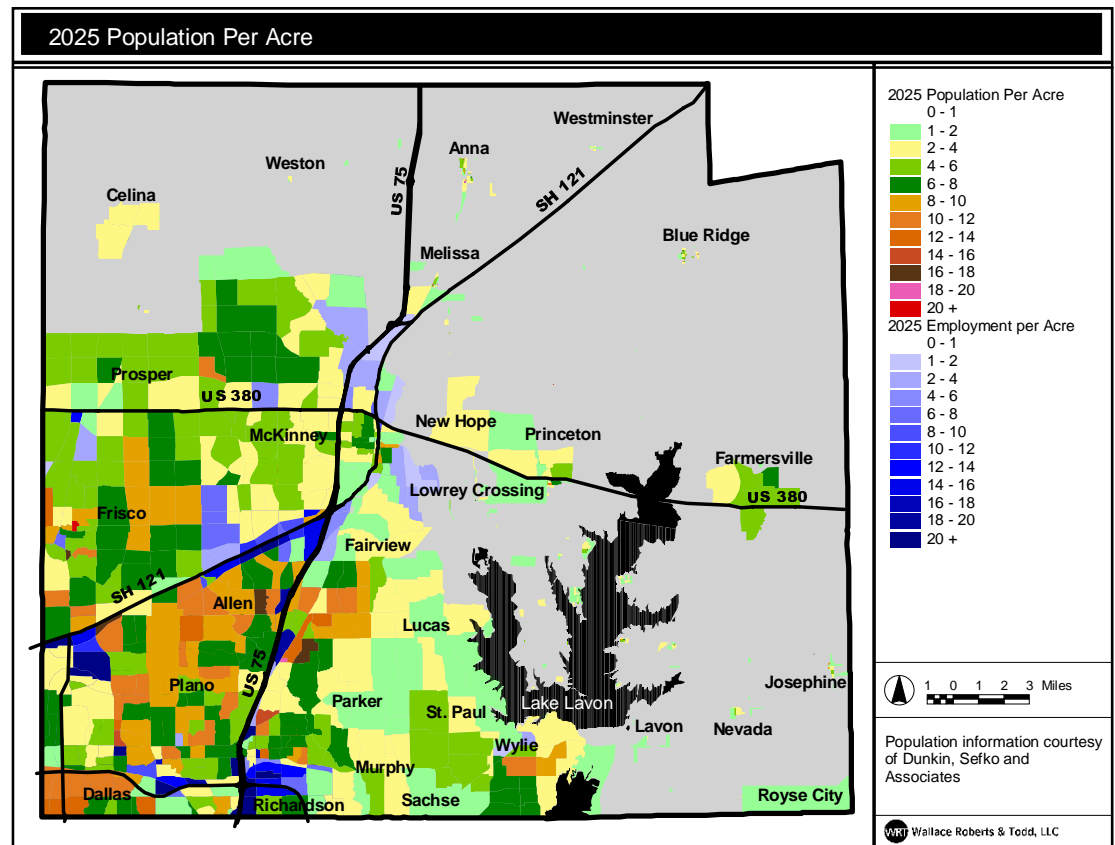
The development of a coordinated parks and open space system in Collin County, in addition to needing long term political and financial commitments from the public sector, will also need the private sector, non-profits, special interest groups, utility providers, and individual citizens to make similar long term commitments. The parks and open space system, after all, will be one of the primary factors that determines what it will be like to live and work in Collin County over the next 24 years. **The parks and open space system, and hence the quality of life, will only be as good as the corporate and citizen commitment to the system.**

The phenomenal population growth in the county – about a 1,200% increase between 1960 and 2000 – is resulting in ranches, farms, grasslands and tree groves being replaced by single-family homes, shopping centers, and office parks. While growth and change are necessary

components of life, preserving those historic, cultural and natural elements that make Collin County unique becomes more and more difficult as existing resources are destroyed to make way for new development. The county, for example, was once primarily composed of woodlands hugging the creeks, and Blackland prairie throughout the rest of the county: very little of the native prairie remains in Collin County.

From a cost standpoint, the rapid development in the southwestern part of the county will continue to escalate land prices. Therefore, early, aggressive land acquisition now will provide the best dollar value while also ensuring that the parks and open space system will be available for the burgeoning population.

**Map ES.2**



**“Parks and open spaces are equally as productive contributors to a local economy as roads, utilities and other infrastructure elements. The cost of investing in these elements is justified by the economic value that derives from their availability.”<sup>15</sup>**



The local government's role in the development of the county is critical to the county's future. However, the implementation of the parks and open space system should not be the sole responsibility of the public sector – private corporations, non-profits, citizens, and special interest groups need to significantly participate in the development of a coordinated and integrated system. The combined efforts are particularly needed in Collin County because of its rapid growth – growth that is making it difficult for the public sector to provide and maintain needed infrastructure in a timely, cost-effective manner.

Finally, not only must the County and its cities and towns provide the infrastructure necessary to support development, they must also protect the health, safety and welfare of their residents. The provision of infrastructure such as roads, water service, sewer service, and parklands shapes how the county is developed. Land development and open space policies also set the stage for the types and nature of development that will occur within the county. In its provision of services and regulation of development, the public sector must always remember the needs for fiscal responsibility and respect of individual property rights.

### ***What is the Strategic Plan?***

The Strategic Plan is a guidebook for adding new parks and open space resources to the existing system so that current and future generations of Collin County residents can continue to experience the quality of life that makes the county such a great place to live. The recommendations within the Strategic Plan are intended to work with the cities that have park system plans, such as Allen, Dallas, Frisco, McKinney, Plano, Richardson, and Wylie, as well as those smaller communities that do not have park system plans, such as Josephine, Melissa, and Celina. The Plan encourages coordination and cooperation between all levels of government, as well as the partnering with private, non-profit, religious and citizen resources wherever possible.

Since parks and open space systems require, collectively, large amounts of land, acquisition of land for parks and open spaces should be a high priority, and will likely never be as inexpensive as it is today. The Strategic Plan identifies where growth is expected to occur, and proposes the generalized locations of future major parks and trails throughout the County. The proposals within this Strategic Plan are intended to work in conjunction with existing and future municipal level parks and open space planning and development.

Specific locations of future parks and open space, therefore, should be planned with local municipal representatives, or at the county level, with respect to resources in need of protection or with landowners interested in dedicating their land to parks and open space use.

The Strategic Plan also contains an outline of the vision for an integrated system of parks and open space throughout the county. Although the current population of Collin County is less than 50% of that anticipated by 2025, ***the actions of the existing population will determine the quality of life that future residents of the county will experience.*** Action today can allow the parks and open space systems to shape future development, rather than become a system based upon land that remains after an area is developed. Since the provision of public infrastructure at such a rapid pace can be difficult, it is recommended that as many resources as possible be brought together to address infrastructure issues. The marshalling of public, private, non-profit, corporate and citizen resources towards the acquisition and development of parks and open space will be necessary in order for the citizens of Collin County to maintain a high quality of life in the face of such rapid growth and development.

### ***Why are Parks and Open Space Important?***

Parks and open space are important because they provide space for play, for relaxation, for environmental protection, for education, and for exercise. They address the active recreational demands of the population by including areas for various activities including baseball, softball, soccer, skateboarding and cycling. They also address the passive recreational demands of the population by including areas for walking, nature watching, and natural, historic, and cultural resource protection. They provide focal points for the communities, as town squares, neighborhood parks, tennis complexes, walking trails, and native prairie remnants.

Parks are generally more developed facilities that are intended for intense use by people. A park might contain, for example, ball fields, playgrounds, swimming pools and recreation centers. Open space, on the other hand, generally includes larger areas of land that are intended to be the places where users can get in touch with the natural resources of the community – and that provide the habitat needed to support the plant and animal communities that once thrived throughout Collin County. Examples of what might be contained in an open space facility include hiking, bicycle, and equestrian





trails, protected woodland, wetland and prairie areas, and perhaps environmental education centers.

Parks and open space can also protect Collin County’s future by acting as buffers and filters for water that flows into Lake Lavon, a major source of drinking water for county residents. Protecting the lake and its tributaries from siltation and pollution normally associated with development will help maintain the long term viability of the lake as a drinking water source and recreational area.

Plano, Richardson and Wylie, currently provide approximately 6,664 acres of parkland serving a population of 391,923.<sup>4</sup>

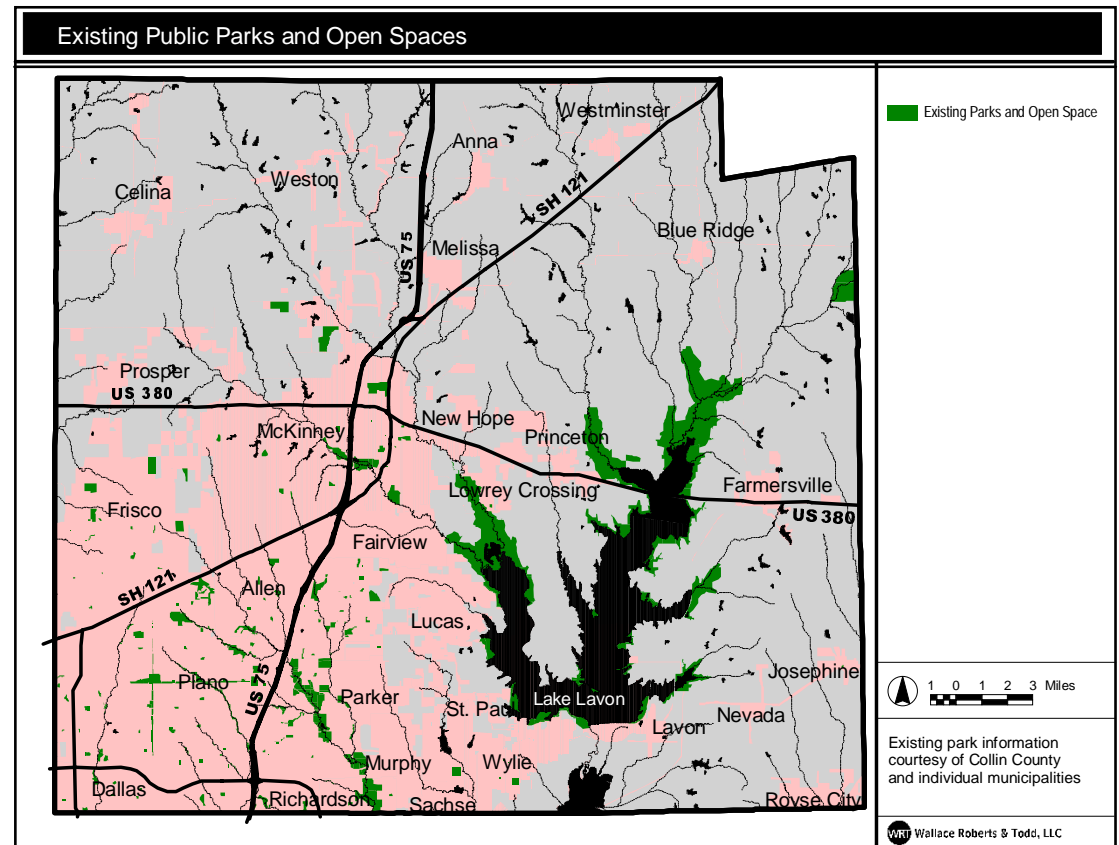
The balance of parks and open space resources are distributed in outlying communities such as Josephine, Farmersville, and Melissa, or in unincorporated areas. While many of the smaller towns and cities face similar fiscal challenges as the larger cities, they do so without the benefit of extensive full time staff. This lack of staff impacts all aspects of the provision of public infrastructure, including the planning, implementation and maintenance of parks and open space resources.

**What is the parks and open space system like now?**

The existing system of County and municipally owned parks and open spaces in Collin County encompasses roughly 7,411 acres and 112 miles of trails. This system collectively serves a countywide population of approximately 496,806,<sup>3</sup> with an overall level of service of 14.9 acres of parks and open space per 1000 people. An additional 2,834 acres of open space, 443 acres of which have been improved into 16 parks, are provided by the U.S. Army Corps of Engineers around Lake Lavon.

A wide range of park types and facilities are provided, including active and passive parks as well as sports complexes and natural areas. Approximately 89 percent of the County and municipal park and open space area is municipal parkland, with the largest percentage of the acreage being located in the southwest corner of the county where the majority of the county’s population resides. The six major cities, Allen, Frisco, McKinney,

**Map ES.3**



**“The real estate market consistently demonstrates that many people are willing to pay a larger amount for a property located close to parks and open space areas than for a home that does not offer this amenity.”<sup>16</sup>**



## **What can the parks and open space system be like in 2025?**

The parks and open space system within Collin County, whether publicly or privately provided, will need to provide land and facilities for a population that will approach 1,286,900.<sup>5</sup>

To meet the needs of this anticipated population, the Collin County Parks Foundation, Workshop Committee members, and stakeholders, established the following guiding principles as a conceptual framework for the future parks and open space system in Collin County:

1. the parks and open space system should be diverse in its recreational opportunities and accessible for all citizens of the county as it continues to grow and urbanize;
2. the parks and open space system should be an interconnected, multifunctional system that protects important natural, cultural, and visual resources while providing appropriate opportunities for recreation;
3. the parks and open space system should help to define community form and preserve community character;
4. the parks and open space system should reflect sustainable financial, cultural, and environmental objectives that promote the conservation of natural and human resources for current and future citizens;
5. the parks and open space system should reflect the coordinated planning and conceptualization of the park and open space system at a countywide scale, with implementation at the local community scale;
6. the parks and open space system should include public/private coordination, cooperation, and partnering where possible to obtain key aspects of the plan and the communities' desires;
7. the parks and open space system should be responsive to the needs of developing communities as they plan and manage their individual parks system plans.

## **Strategic Plan Recommendations**

Of the “big 6” six cities of Allen, Frisco, McKinney, Plano, Richardson, and Wylie, the cities of Allen, Frisco, McKinney and Wylie, without action, will face an estimated parkland deficit of from 3,774 to 5,037 acres. This deficit for the cities within the “big 6” is based upon the application of their individual parkland standards to the anticipated population growth.

Countywide, a total of from 7,055 to 9,615 additional acres of parks and open space, including the parkland needed by the “big 6,” are recommended to meet the needs of the projected 2025 population. The estimated parkland need for those areas of the county outside of the “big 6” and Dallas is based upon the Strategic Plan proposed countywide standard of 18 acres of parkland per 1,000 people. This proposed countywide standard was derived from a comparison of local and national standards, and is intended to be a guide for future parks and open space planning, rather than an absolute acreage requirement.

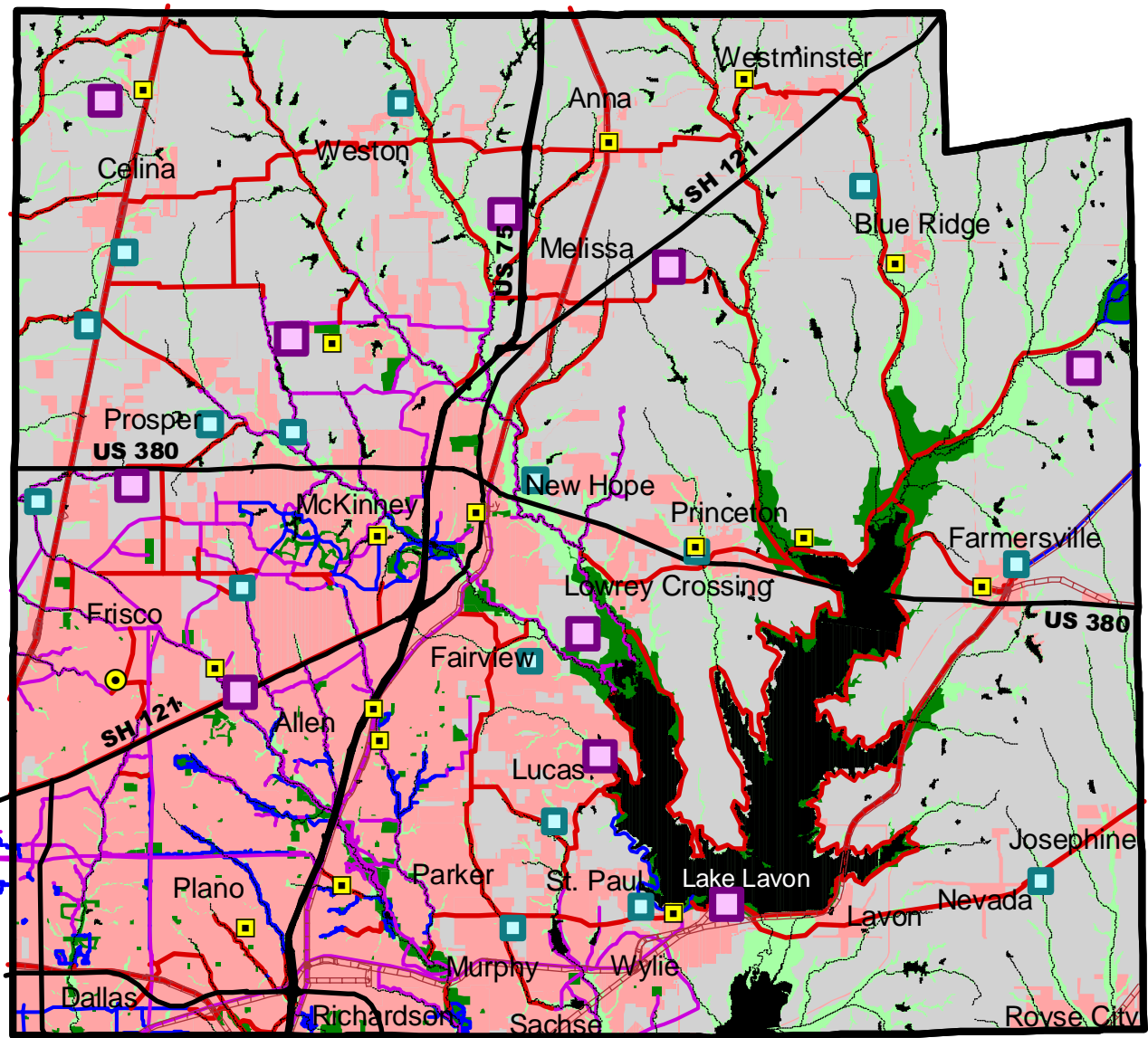
The estimated 2025 countywide parkland need of from 7,055 to 9,615 acres takes into account the existing park and open space resources provided by municipal and county governments. Therefore, the 7,055 to 9,615 acre range represents new parkland that may need to be added to the existing 7,411 acres of parks and open space by 2025. Table ES-A illustrates the ratio of existing and proposed parkland to existing and projected populations. ***As the table indicates, even with a combined maximum total of approximately 17,000 acres of parks and open space, the projected growth of the population to 1,286,900 by 2025 will likely result in a reduction in the parks and open space level of service from existing levels.***

Most of the identified parks and open space needs are anticipated to occur in existing municipalities, or in areas that are within the extra-territorial jurisdictions (ETJ) of the municipalities. Thus, most of the burden of meeting the anticipated recreational needs of the 2025 population will likely fall to municipalities as they annex rapidly growing areas within their ETJs.

To accomplish the continued development of a parks and open space system for the burgeoning population, it is recommended that an average of 400 acres of greenways, parkland and open space be acquired every year for the next 24 years. This land should primarily be acquired in areas that are now experiencing the population boom, or will soon be experiencing the growth. Land should also be acquired, however, in communities that have a



Composite of Existing and Proposed Trails, Parks and Open Space Resources



- WRT Proposed Regional Parks
- WRT Proposed Heritage Parks
- WRT Proposed Community Parks
- Creeks and Streams
- The Superdome
- Railroads
- Lakes and Ponds
- WRT Proposed Trails
- Proposed Off-Street Trails
- Existing Trails
- Existing Parks and Open Spaces
- FEMA Floodplains
- 100 Year Floodplain

Locations of Proposed Parks are generalized, and are not intended to represent specific properties.



severe lack of recreational resources, as land acquisition opportunities arise, and in order to protect specific resources. The ultimate goal of the of the land acquisition strategy should be to achieve the addition of 9,615 new, publicly accessible acres to the existing parks and open space systems by 2025, with the additions creating an integrated parks and open space network throughout the county.

It is also recommended that a wide variety of recreational facilities be developed to meet the needs of existing and future residents of the individual cities and the county as a whole. Trails, nature preserves, equestrian facilities and environmental education/preserves lead the list of special facilities desired by citizens that have participated in the Strategic Plan process.<sup>6</sup> The citizens have also indicated that implementation priority should be given to trails, active sports/community parks, floodplain greenways and regional prairie parks (large open spaces primarily established for the protection and preservation of native Blackland Prairie remnants).<sup>7</sup>

Between 350 and 431 miles of trails are proposed under this plan. These trails are intended to provide facilities for activities such as walking, jogging, hiking, cycling and equestrian use. Primarily proposed along creek corridors, the trail system is designed to link with existing and proposed facilities under consideration by local municipalities, and with regional facilities proposed by the North Central Texas Council of Governments. Consideration of proposed trail facility needs during the planning, design and construction of local, state, and federal road facilities is also recommended. Integration of the proposed recreational trail system with trail systems that link to schools, libraries, neighborhoods and more transportation-oriented trail facilities is strongly encouraged so that an accessible, countywide family-friendly system is created.

**Most importantly, the Strategic Plan recommends that the parks and open space system be developed as a coordinated, multi-functional and interconnected system.** Each park and open space area should be located, designed and managed to fulfill as many functions as possible. Functions include providing recreation, protecting natural and cultural resources, managing stormwater, reducing erosion, protecting drinking water quality, safeguarding health and safety in floodplains, and defining an attractive open space structure for the future urban development in the county. Proposed linear greenways should connect parks and open space areas to each other and to surrounding neighborhoods and communities. Trails should be developed along the greenways, with a “looped” trail system connecting the major growth areas to each other, to Lake Lavon, and to other open space resources.

***It is highly recommended that short-term capital expenditures be focused on acquiring the land in the growth-impacted areas necessary to implement the major elements of the Plan.*** This will maximize the amount of the land that can be acquired before land values escalate as the urbanization of the county continues.

The acquisition and development of an expanded parks and open space system will rest largely upon the local jurisdictions experiencing the population growth. Collin County, through its 1999 bond referendum, is financially assisting municipalities in the expansion of the overall parks and open space system. Continued substantive long-term financial assistance from the County, as well as from other public and private sources, will facilitate the implementation of the recommendations within this Strategic Plan.

**Table ES-A** **Acres and Level of Service**

	Acres	Level of Service	
		Acres / 1000 People	Population*
Year 2000 Existing Parkland	7,411	14.92	496,806
<i>Proposed Parkland</i>	<i>9,615</i>	<i>12.17</i>	<i>790,094</i>
<b>Year 2025 Total Parkland</b>	<b>17,026</b>	<b>13.23</b>	<b>1,286,900</b>

\* Collin County - Population and Employment Forecasts: 2025  
Prepared by Dunkin, Sefko and Associates, Inc., March 1, 2001

**“The evidence clearly indicates that preserving open space can be a less expensive alternative to development. The conclusion is that a strategy of conserving parks and open space is not contrary to a community’s economic health, but rather is an integral part of it.”<sup>17</sup>**



### **What will it cost?**

The recommendations of the Strategic Plan are to be used as a guide for public officials and staff, private developers, non-profits, corporations and citizens in their endeavors to create a parks and open space system that protects the quality of life within Collin County. As such, the cost estimates included within the Strategic Plan are to be used as a general guide in setting aside funds for future parks and open space acquisition and development. The actual costs will vary as a result of a variety of factors, including changing land prices, changing recreational demands, the comprehensiveness of facilities provided, and the parks and recreational facility development standards utilized by implementing organizations. Thus, each political unit within Collin County must individually determine what their role will be in the provision parks and open space to their constituents.

For the purposes of this Strategic Plan, the parkland need and cost considerations have been divided into four geographic areas: 1) the “big 6” communities (which include Allen, Frisco, McKinney, Plano, Richardson, and Wylie), 2) the City of Dallas, 3) municipal areas not including the “big 6” or Dallas, and 4) unincorporated areas. A further division, 5), is provided for three specific major facilities being considered by County officials. These divisions were undertaken to provide a better basis for estimating current and future parkland resources and needs.

The costs for the anticipated parkland and recreational facilities are based upon needs identified in the four areas listed above. The parkland and recreational facility needs for the “big 6” and the City of Dallas reflect the application of their respective adopted parkland and recreational facility standards to their projected 2025 populations. The parkland and recreational facility needs for unincorporated areas and the municipalities without adopted parkland and recreational facility standards reflect the application of the proposed countywide parkland and recreational facility standards to their projected 2025 populations. The estimated costs for each of the four areas are illustrated in Table ES-B, and are explained below:

- 1) The “big 6” communities, which include Allen, Frisco, McKinney, Plano, Richardson, and Wylie, have an estimated year 2000 population of approximately 392,000 persons. This population is expected to increase to a 2025 population of approximately 935,200.<sup>8</sup> These six municipal areas, projected to experience the bulk of the growth over the next 24 years, are estimated to require an additional

3,774 to 5,037 acres of parks and open space by 2025. This need is primarily focused in the communities of Allen, Frisco, McKinney and Wylie. The estimated average annual cost range to provide the recommended facilities is from \$23.2 to \$37.7 million per year in 2001 dollars.

- 2) The City of Dallas, which is considered to be completely built-out, is projected to maintain it’s year 2000 population of approximately 45,000 persons through the year 2025.<sup>9</sup> The part of Dallas in Collin County, however, faces an estimated existing parkland deficit of approximately 414 acres. The estimated average annual cost range to provide the recommended facilities is from \$31 thousand to \$2.3 million per year in 2001 dollars.
- 3) Municipal areas not including the “big 6” and Dallas, have an estimated 2000 population of 31,800 persons, and are projected to grow to a 2025 population of approximately 160,200.<sup>10</sup> These municipal areas include: Anna, Blue Ridge, Celina, Fairview, Farmersville, Josephine, Lavon, Lowry Crossing, Lucas, Melissa, Murphy, Nevada, New Hope, Parker, Princeton, Prosper, Royse City, Sachse, St. Paul, Westminster, and Weston. These municipalities will require from 2,311 to 2,872 additional acres of parks and open space by 2025. The estimated average annual cost range to provide the recommended facilities is from \$6.3 to \$11.1 million per year in 2001 dollars.
- 4) Unincorporated areas have an estimated 2000 population of approximately 32,200 persons, and are projected to grow to a 2025 population of approximately 109,100.<sup>11</sup> These unincorporated areas, under the primary authority of Collin County, will need from 970 to 1,292 additional acres of parks and open space by 2025. The estimated average annual cost range to provide the recommended facilities is from \$4 to \$6.8 million per year in 2001 dollars.
- 5) Major facilities under consideration by Collin County include a large sports facility, an environmental youth camp, and a new agricultural exhibition facility at the Collin County Youth Park. These facilities will likely have costs shared with municipalities, non-profits and private developers, and are estimated to have an additional one-time cost of \$188.4 million.

If the total estimated collective capital expenditures were spread evenly



**Table ES-B**

**Estimated Annual Average Costs by Community**

Area	Estimated Year 2000 Population*	Projected Year 2025 Population*	Minimum Parkland Surplus/(Deficit)	Minimum Estimated Annual Capital Cost in 2001 Dollars	Maximum Parkland Surplus/(Deficit)	Maximum Estimated Annual Capital Cost in 2001 Dollars
<b>1 The Big 6</b>						
Allen	43,300	130,000	(598.6)	\$ 2,630,046	(601.4)	\$ 4,028,252
Frisco	32,650	220,000	(1,684.8)	\$ 7,403,147	(1,709.7)	\$ 11,451,784
McKinney	50,200	271,800	(2,853.5)	\$ 12,538,361	(3,053.1)	\$ 20,450,046
Plano	231,650	260,000	1,180.1	\$ -	321.4	\$ -
Richardson	20,873	20,873	322.2	\$ -	265.9	\$ -
Wylie	13,250	32,500	(139.9)	\$ 614,615	(260.0)	\$ 1,741,513
<b>Big 6 Subtotal</b>	<b>391,923</b>	<b>935,173</b>	<b>(3,774.5)</b>	<b>\$ 23,186,169</b>	<b>(5,036.9)</b>	<b>\$ 37,671,595</b>
<b>2 Dallas</b>						
Dallas	45,155	45,155	-	\$ -	(413.7)	\$ 2,301,582
<b>Dallas Subtotal</b>	<b>45,155</b>	<b>45,155</b>	<b>-</b>	<b>\$ 30,863</b>	<b>(413.7)</b>	<b>\$ 2,301,582</b>
<b>3 Smaller Municipalities</b>						
Anna	1,225	4,148	(52.6)	\$ 144,944	(74.7)	\$ 289,992
Blue Ridge	672	2,276	(28.9)	\$ 79,538	(41.0)	\$ 159,166
Celina	1,950	21,000	(342.9)	\$ 944,639	(378.0)	\$ 1,467,431
Fairview	2,644	8,954	(113.6)	\$ 312,896	(161.2)	\$ 625,793
Farmersville	3,118	10,559	(133.9)	\$ 368,980	(190.1)	\$ 737,986
Josephine	575	1,947	(24.1)	\$ 66,312	(31.5)	\$ 122,286
Lavon	387	1,311	(16.6)	\$ 45,819	(23.6)	\$ 91,617
Lowry Crossing	1,229	4,162	(52.8)	\$ 145,440	(74.9)	\$ 290,769
Lucas	3,500	11,900	(151.2)	\$ 416,534	(207.2)	\$ 804,370
Melissa	1,350	4,572	(58.0)	\$ 159,771	(82.3)	\$ 319,496
Murphy	3,150	21,500	(330.3)	\$ 909,928	(387.0)	\$ 1,502,370
Nevada	563	1,907	(24.2)	\$ 66,645	(34.3)	\$ 133,156
New Hope	662	2,242	(28.4)	\$ 78,348	(40.4)	\$ 156,837
Parker	1,900	20,500	(334.8)	\$ 922,325	(369.0)	\$ 1,432,492
Princeton	3,477	11,774	(149.3)	\$ 411,426	(211.9)	\$ 822,616
Prosper	1,850	20,000	(326.7)	\$ 900,011	(360.0)	\$ 1,397,554
Royse City	188	188	-	\$ -	(3.4)	\$ 13,199
Sachse	1,660	5,621	(71.3)	\$ 196,416	(101.2)	\$ 392,868
St. Paul	630	2,133	(27.1)	\$ 74,530	(38.4)	\$ 149,072
Westminster	390	1,321	(16.8)	\$ 46,166	(23.8)	\$ 92,394
Weston	635	2,150	(27.3)	\$ 75,125	(38.7)	\$ 150,237
<b>Smaller Municipalities Subtotal</b>	<b>31,755</b>	<b>160,165</b>	<b>(2,310.8)</b>	<b>\$ 6,365,793</b>	<b>(2,872.6)</b>	<b>\$ 11,151,701</b>
<b>4 Unincorporated Areas</b>						
Unincorporated Areas	32,209	109,071	(970.2)	\$ 3,979,180	(1,292.3)	\$ 6,832,510
<b>Unincorporated Area Subtotal</b>	<b>32,209</b>	<b>109,071</b>	<b>(970.2)</b>	<b>\$ 3,979,180</b>	<b>(1,292.3)</b>	<b>\$ 6,832,510</b>
<b>1 through 4 Subtotal</b>				<b>\$ 33,562,005</b>		<b>\$ 57,957,388</b>
<b>5 County Special Facilities</b>						
Special Facilities	<i>countywide</i>	<i>countywide</i>	<i>as needed</i>	\$ 7,848,958	<i>as needed</i>	\$ 7,848,958
<b>Special Facilities Subtotal</b>				<b>\$ 7,848,958</b>		<b>\$ 7,848,958</b>
<b>Total</b>	<b>501,042</b>	<b>1,249,564</b>	<b>(7,055.4)</b>	<b>\$ 41,410,963</b>	<b>(9,615.5)</b>	<b>\$ 65,806,347</b>

\* Population information a combination of data from the Census 2000 and the Collin County - Population and Employment Forecasts: 2025, prepared by Dunkin, Sefko and Associates, Inc., March 1, 2001



throughout the Plan's 24-year implementation period, the total annual capital cost for the implementation of the estimated municipal and unincorporated parks and open space needs would range from approximately \$33.6 to \$65.8 million in 2001 dollars. This amount does not include any allowance for debt financing. This is equal to an expenditure of from \$68 to \$132 per year, in 2001 dollars, or from 19 to 36 cents per day, for each of the county's existing residents.<sup>12</sup> Within this context, such an expenditure would appear to be a sound investment in the community's livability. If the costs are allocated across the projected 1,286,900 residents anticipated by 2025, the annual per person cost range drops from \$26 to \$51 per year, or from 7 to 14 cents per day.

It should be noted that these figures represent a general cost estimate. *They are not intended to represent the financial obligation of any one governmental or private entity.* Instead, the cost is intended to represent the estimated combined financial efforts of all of the municipalities, Collin County, non-profits, private citizens, developers, and private corporations. Wherever possible, much of the financing should come from sources outside the local government structure, such as through more interactive relationships between the public and private sectors.

Collectively, the parks, open space and recreational needs for the projected 2025 population in Collin County will be as important to the future development of the county as the new roads, water and sanitary sewer facilities needed to accommodate the County's projected growth. Like the "quality of life" enhancing improvements to the road system, the parks and open space system should be implemented over time, and therefore, cooperative long-term funding and implementation strategies should be developed and employed by the municipalities and Collin County.

The development of new parks, recreation and open space resources will require a corresponding expansion in the ongoing financial commitment to operations and maintenance. A parks system that is poorly maintained becomes a liability to a community rather than an asset. The generally high quality development that is being built throughout Collin County indicates that adequate funding will be necessary for operations and maintenance. This is vital in order to maintain the high "quality of life" which draws new residents and businesses to the county. Like the assignment of capital costs, the commitment to operations and maintenance activities should be spread across the municipalities, Collin County, non-profits, private citizens, developers, and private corporations. Wherever possible, much of the financing should come from sources outside the local government structure, including more

interactive relationships between the public and private sectors.

Regarding the fiscal impact of the Strategic Plan, it should be noted that if the land were developed by the private sector rather than being made part of the parks and open space system, there would still be a public cost implication, i.e., the capital and operating costs required to provide the necessary infrastructure and services to support urban development, as well as the added congestion, air and water pollution associated with urban development. Additionally, studies around the United States have shown that passive parks and open space systems can increase the value of adjacent residential properties, and thus can increase the property tax income from such properties.<sup>13</sup>

#### ***How can the Plan be implemented?***

Undertaking the land acquisition and improvements program, and providing the funds to adequately operate and maintain the parks system, will require proactive cooperation between the development community, citizens, private corporations, non-profits, land trusts, municipalities and Collin County. All of these entities should explore new strategies and techniques that maximize the leverage and impact of the public monetary commitment to the parks and open space system.

It is highly recommended that immediate action be taken to enact a number of approaches designed to put in place the means by which future parks and open space needs can be met. Using a diversity of implementation techniques and funding sources will broaden the financial and legislative resources

***“The use most often competing for potential park land or open space is residential development, and governments often lose money on such development -- that is, it costs more to provide schools, streets and other services than is returned in new taxes. Thus, in many instances, placing the land in recreation use may prevent a drain on the community's finances while engineering a long-term rise in surrounding property values.”<sup>18</sup>***



available to implementing entities. This approach will provide some protection from changing funding and legal environments. As noted in the following discussions regarding individual measures, some techniques will contribute only incrementally to building the implementation approach, while others represent revisions to existing practices, or entirely new practices.

The preservation and expansion of parks and open space in Collin County will most efficiently occur through a cooperative partnership between the County, the municipalities, the development community, private corporations, non-profit organizations, and private landowners. The governments in Collin County, due to limited regulatory power and financial resources, will need the continued input, assistance and cooperation from the citizens of Collin County to ensure that public funds are available and are leveraged to provide maximum benefit and value.

### ***Implementation Recommendations***

There are a number of priority recommendations, presented below, which should guide the initial actions of the County, the municipalities, non-profits, private sector, and citizen interests in moving forward with implementation of the Parks and Open Space Strategic Plan for Collin County:

1. Establish a focused, coordinated dialogue between the County, the municipalities, non-profits, the private sector and citizens, designed to specifically advocate the acquisition and development of parks and open space resources;
2. Focus short-term efforts on land acquisition, particularly in areas where new development threatens resources or may inhibit future development of parks and open space facilities;
3. Short-term parkland facility improvements should target those neighborhoods and communities most in need of additional recreational amenities – communities where imminent development may prohibit the acquisition of parkland in the near future, or where valuable natural, cultural or historic resources are threatened by imminent development;
4. Collin County should develop a detailed, financially feasible five-year action program that maximizes the expansion of parks and open space resources for every county dollar expended, whether through direct action, partnering with municipalities, or with other interests. This action program should be ready for implementation

by 2002.

5. Every County-level expenditure that results in land acquisition should be reviewed for its potential to include joint-use as park or open space facilities. A thorough evaluation should be made of the extent to which existing publicly owned land might be dedicated and improved as parkland, in an effort to meet some of the municipal and county recreational facility and open space needs. Similarly, the potential for joint-use of public and private school facilities, as well as other community organizations' facilities, should be examined and defined. The role of non-profit land trusts and privately owned land and facilities should also be assessed.
6. A detailed package of regulatory recommendations should be prepared by Collin County by the end of 2002. In addition to identifying the State-limited regulatory role that is available to the County, the package should also recommend regulatory strategies that should be employed by municipalities in order to support the general development of an integrated and coordinated countywide parks and open space system. This package should address issues such as: parks and open space dedication and/or in lieu fees, floodplain dedication, sensitive lands performance standards, use of flexible development controls such as conservation development and conservation easements, density credit mechanisms, and transfer/purchase of development rights. Due consideration should be given within these recommendations to the role of, and potential credit given to, private recreational amenities in future developments.
7. Approaches to financing the acquisition and improvement of parks and open space should be a necessary part of Collin County and the municipalities' overall provision of service to existing and future residents of the county. Financing and acquisition should employ as many methods as possible to maximize the leverage of public funds with other public, non-profit and private sources of funding.

### ***Summary***

In the end, the collective parks and open space system within Collin County will only reflect the commitment, creativity, and hard work of the residents, corporations, non-profits, special interests groups, and elected officials. The residents of Collin County, now numbering around 500,000, represent less than 50% of the anticipated 2025 population, yet the decisions and actions of the current population will have the greatest impact on the future quality of life for the nearly 800,000 new residents anticipated by 2025.





## EXECUTIVE SUMMARY ENDNOTES

<sup>1</sup> Collin County – Population and Employment Forecasts: 2025 (Dallas: Dunkin, Sefko and Associates, Inc., March 1, 2001) and the 2000 Census.

<sup>2</sup> Statement from article by Michael Barrette, “Parks and the City,” Planning, August 2001, p. 8.

<sup>3</sup> Collin County – Population and Employment Forecasts: 2025 (Dallas: Dunkin, Sefko and Associates, Inc., March 1, 2001)

<sup>4</sup> The populations of Allen, Frisco, McKinney, Plano and Wylie are as estimated by Dunkin, Sefko and Associates, and only include the populations located within Collin County. The population information for Richardson is from the 2000 Census, and is only for the population located in Collin County.

<sup>5</sup> Collin County – Population and Employment Forecasts: 2025 (Dallas: Dunkin, Sefko and Associates, Inc., March 1, 2001)

<sup>6</sup> List derived from a survey distributed at a public meeting held on January 23, 2001, at the Collin County Courthouse.

<sup>7</sup> Ibid.

<sup>8</sup> Collin County – Population and Employment Forecasts: 2025 (Dallas: Dunkin, Sefko and Associates, Inc., March 1, 2001), and the Census 2000 (U. S. Census Bureau, 2001)

<sup>9</sup> Collin County – Population and Employment Forecasts: 2025 (Dallas: Dunkin, Sefko and Associates, Inc., March 1, 2001) – population assumption made by DSA

<sup>10</sup> Collin County – Population and Employment Forecasts: 2025 (Dallas: Dunkin, Sefko and Associates, Inc., March 1, 2001), and the Census 2000 (U. S. Census Bureau, 2001)

<sup>11</sup> Ibid.

<sup>12</sup> Total Cost estimated to range from \$805,488,125 to \$1,579,352,328 in 2001 dollars, and includes parkland need for the “big 6”, Dallas, the smaller municipalities and unincorporated areas. Population used for the calculation is the 2000 population of 496,806, as estimated by Dunkin, Sefko and Associates, March 1, 2001

<sup>13</sup> Fausold, C.J., and R.J. Lillieholm. 1999. The Economic Value of Open Space: A Review and Synthesis. *Env. Mgmt.* 23(3):307-320.

<sup>14</sup> Rogers, Will. 1999. in the Introduction to *The economic benefits of parks and open space* by Steve Lerner and William Poole. San Francisco: Trust for Public Land.

<sup>15</sup> Crompton, John L. 2000. The Impact of Parks and Open Space on Property Values and the Property Tax Base. Ashburn, VA: National Recreation & Park Association.

<sup>16</sup> Ibid.

<sup>17</sup> Ibid.

<sup>18</sup> Outdoor Recreation Resources Review Commission. 1962. *Outdoor recreation for America*. Washington, DC: Superintendent of Documents.





# City of Lucas

## Parks and Open Space Board Request

### November 16, 2021

Requester: Lucas Farmers Market Chair Bill Esposito  
Parks Board

#### **Agenda Item Request**

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Discuss the Lucas Farmers Market planning process for the 2022 season.

#### **Background Information**

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The following items will be discussed for the Farmers Market 2022 season:

- Ideas for value-added events at the Lucas Farmers Market
- Review rules for the Lucas Farmers Market and vendor application for the 2022 season
- Review a vendor survey to incorporate vendor feedback in the planning process
- Vendor recruitment
- Incorporate waste and water stations for dogs
- Roles and responsibilities of the Lucas Farmers Market Committee
- Market Share / Support of local nonprofits
- Youth Booth
- How to better utilize our volunteer groups
- Marketing – Facebook and website
- Marketing – Avenues to boost attendance
- Day of operations problems/solutions
- 2022 Market Schedule

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

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1. Lucas Farmers Market Rules and Regulations
2. Lucas Farmers Market Vendor Application

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

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The City has budgeted \$5,000 for the Lucas Farmers Market supplies, resources, and marketing. Possible needs: Sign/banner replacement, traffic counter, waste/water station for pets, etc.

#### **Recommendation**

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Schedule the next planning meeting with the Lucas Farmers Market Committee for December 7, 2021, at 5:00 pm in the City Council Chambers at City Hall.

#### **Motion**

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



***LUCAS FARMERS MARKET  
2021 Rules & Regulations***

***GENERAL INFORMATION***

**Mission Statement** – To create a safe and pleasant social experience for our community and visitors by providing access to local farmers, food producers and artists.

**Lucas Farmers Market Resources:**

- Volunteers to assist with tasks on the day of the market.
- Lucas Farmers Market Committee (LFMC)
- Lucas Parks and Open Space Board
- City of Lucas staff including but not limited to the City Manager, Director of Development Services and Public Works and Development Services Staff

**Organization** - The Lucas Farmers Market is a city-sponsored special event recommended by the Lucas Parks and Open Space Board and approved by the Lucas City Council. With the support of the City of Lucas, the Lucas Farmers Market Committee (LFMC), a steering committee of citizen volunteers, that was established in July 2019 to create the Lucas Farmers Market.

The Lucas Farmers Market Committee will meet quarterly or more frequently as deemed necessary by the Chair.

**Areas of Responsibility**

City of Lucas –The City provides liability insurance, logistical support/site management, and administers all matters relating to public safety and health. The City provides a liaison to the Lucas Farmers Market Committee to support the relationship between the Committee and the City. Providing funding for market-related expenditures will be at the discretion of Lucas City Council.

Lucas Farmers Market Committee – The LFMC is responsible for the day-to-day operations of the market and maintains primary contact with the vendors and the City. The LFMC leads the marketing efforts and facilitates the creation of a reliable customer base for its vendors. The LFMC operates with officers consisting of a Chair and Secretary. The City of Lucas Parks and Open Space Committee appoints a member from that board to serve as Chair of LFMC and the appointment is effective on January 1, in odd numbered years for a two-year term. The position of Secretary will be appointed by the members of the LFMC and the appointments is effective on January 1, in even numbered years and serve a two-year term.

The following describes the duties associated with each appointed officer position of the LFMC:

- Chair – Serves as the liaison to the City and facilitates the logistics of the market including vendor space assignments. Responsible for scheduling LFMC meetings, setting the agenda and facilitating discussion. Oversees the budget pertaining to market expenditures. Appoints

subcommittee(s) based on the needs of the market. Maintains the approved vendor list, finalizes the vendors/market, sets the vendor space assignments, and communicates this information along with other market logistics to the vendors.

- Secretary – Assist Chair in the preparation of meeting agendas and composes minutes for LFMC meetings including the attendance. Also serves as the Volunteer Coordinator by assisting in the recruitment of volunteers to serve on the LFMC and facilitating volunteer assignments to ensure the successful operation of the market.
- Vendor Coordinator – Assists with recruiting vendors to participate in the market and manages the communication between the vendor and the LFMC. Facilitates space assignments with vendors who have participated in past markets and vendors located in the City of Lucas receiving preference.
- Marketing/Website – Promotes the Lucas Farmers Market to ensure an adequate customer base. Maintains the Lucas Farmers Market website and provides articles for the Lucas Leader and other publications. Acts as the point of contact for press inquiries and generates information for the media.
- Social Media - Promotes the market through the Lucas Farmers Market Facebook site and other social media sites and assists with recruiting vendors.

### ***MARKET OPERATIONS***

**Restrictions due to COVID-19** - The Lucas Farmers Market Committee developed multiple market scenarios to meet changing safety requirements during these uncertain COVID-19 times. The scenarios are described in phases and the described details will be adjusted as needed to stay in line with evolving state and local requirements. Below is a summary of the stages:

- Stage I - normal operations – increased space between booths for aesthetic appeal with booths 10 feet from walkway.
- Stage II - minor adjustments needed for public safety - vendors and customers are required to wear masks, max of 2 non-family members running each vendor booth, increased space between booths, wash stations provided, and booths are back 20 feet from walkway. Total participation controlled through parking limitations.
- Stage III - significant adjustments needed - drive through market. Customers browse and purchase as they drive by the vendor booths. Vendors wear masks and sampling will not be available. A pre-order pre-paid pick-up station will be available for vendors wanting to use this service. The number of booth locations will be limited along the perimeter of the gravel parking lot and along the paved parking lot adjacent to the park. Food suppliers will be prioritized if demand exceeds availability.
- Stage IV - significant concern for public safety - a drive through pre-order pre-paid pick-up market only. During this stage, vendor participation will be limited to agricultural producers and value-added vendors that provide primarily food items.

- Stage V - extreme concern for public safety - market operations closed.

The City of Lucas will monitor local COVID-19 case counts along with state and local requirements. The Mayor will provide a decision on which stage the LFMC needs to implement for all markets with consideration to have this done with enough notice so that vendors can plan. Participation in the Lucas Farmers Market is conditional on following established guidelines. Vendors who do not comply, will be asked to vacate the Market.

**Market Dates** - The schedule will be determined by the LFMC and will typically be held on the second and fourth Saturday during the season.

**Market Hours** - The Market is open from 8 am – Noon.

**Schedule** – The following schedule is established to assist vendors.

6:00	On-Site Volunteers begin setup
6:30-7:50	Vendor setup
7:55	All vendor vehicles must be relocated to the vendor parking area
8:00	Market is open
12:00-1:00	Breakdown
1:00	Vendors must be out

**Services provided by LFMC:**

- Off-loading dollies shared between vendors for ease of set up
- 120v electrical
- Restrooms

**Severe Weather Closure Policies** - The Lucas Farmers Market is generally open rain or shine. However, when threat of lightning is detected or other severe weather, the market will close immediately. The LFMC will rely on the City’s Emergency Management Coordinator for weather-related information and make public safety a priority. Vendors should NOT wait for a verbal confirmation from market volunteers or City staff and use good judgement in recognizing threats for severe weather. Vendors should take with them: cash boxes and anything of value that they may carry in their arms in one trip. Vendors should establish ahead of time a system for how to handle their preorders and communicate with customers. The City of Lucas staff and the LFMC will determine whether to close the market for the day. The market will only close if it forecasts predict persistent severe weather and high likelihood of lightning.

***VENDOR CATEGORIES AND PRODUCT DESCRIPTIONS***

A vendor is defined as any Lucas Farmers Market participant that submits a vendor application and is approved as a vendor by LFMC to sell their product(s). Vendors are divided into three main categories:

- Agricultural Producers
- Value-Added Producers
- Artisans

Agricultural Producers - Any vendor who grows, raises, and/or wild-harvests a food product.

- Farmers – Growers of vegetables, herbs, fruits, nuts, mushrooms, cactus, nursery products, grains, flowers, and other horticultural crop
- Ranchers – Producers of animal-based products, including meat, eggs, and dairy products
- Other – Producers of other raw, unprocessed products that are grown or raised on a farm or ranch or wild-harvested in accordance with relevant regulations, to include honey, seafood, and foraged foods.

Value Added Producers - Any vendor who uses one or more ingredients to create a product by processing, blending, packaging, or altering using other preparation methods.

- Prepared Food Vendors – Any vendor who prepares foods in an approved production facility to be consumed off-site or to be used as an ingredient.
- Cottage Food Vendors – Producer of foods prepared under the Texas Cottage Food Law (Texas Department of State Health Services, Health and Safety Code, Title 6, Chapter 437).

Artisans - Artist or craftsperson who produces originally designed hand-crafted products that are unique and of high-quality, to include crafts, artwork, inedible products such as herbal products, personal care and beauty products. \*In order to maintain the farm and food focus of the markets, only a limited number of artisans will be approved as vendors.

## ***RULES AND REGULATIONS***

All Vendors must comply with the following:

1. All products sold at the Lucas Farmers Market must be grown, raised, or by produced directly by the vendor. A few exceptions are considered (see Agricultural Producers Rule).
2. All production must take place in North Central Texas and must be performed using land and facilities that the Vendor controls through ownership, lease, rental, or other legal agreement.
3. Products must be produced and sold in compliance with all applicable federal, state, and local laws and regulations.
4. Vendors are responsible for maintaining required permits, licenses, and certifications for all products they produce.
5. Vendors must follow product sampling guidelines as specified by the Collin County Health Department.
6. Vendors are permitted to sell only items that were approved upon application. New products intended for sale by current vendors but not included on the most recently approved application must be approved prior to their sale at Market. Vendors may amend their application to reflect product changes and must be approved by the Lucas Farmers Market Committee.
7. All vendors may be subject to a site visit upon admittance, and additional visits as noted in the rules specified for each vendor type.
8. The City of Lucas does not allow the sale of beer, wine or liquor at the Lucas Farmers Market.

### **Agricultural Producers**

1. All farms and ranches may be visited prior to or upon admittance. Furthermore, Agricultural producers may be subject to site visits annually. We reserve the right to visit any affiliate site, such as: packing warehouses, secondary properties (leased or owned), indoor growing

- facilities, etc.
2. **Unapproved resell will not be tolerated.** Agricultural Producers may apply to represent farms whose products are not produced at all or are not currently produced in sufficient quantity by the existing mix of vendors, provided the product meets all other requirements. Exceptions to this rule will only be considered if full disclosure of the name and contact information of the farm of origin is provided. Farm of origin may be subject to a site visit. If approved, vendor will be obligated to inform public of the name and location of farm of origin; this information must either: 1) be posted on a sign that correlates directly with the sourced product, or 2) noted on the product label.
  3. Application from Agricultural Producers whose products are not produced at all or are not currently produced in sufficient quantity within the North Central Texas region may be considered, in the committee's sole discretion, provided the product meets all other requirements. The North Central Texas region includes the following counties: Collin, Dallas, Denton, Ellis, Erath, Hood, Hunt, Johnson, Kaufman, Navarro, Palo Pinto, Parker, Rockwall, Somervell, Tarrant, and Wise.
  4. All items sold as organic must meet the requirements of the National Organic Program.
  5. Approved Vendors may sell plants and trees, fresh and dried flowers, herbs and decorative vegetation grown or legally gathered themselves. Purchased nursery stock must be repotted and grown for a minimum of four weeks before being sold.

**Animal Producers**

1. All vendors may be subject to one site visit prior to or upon admittance. Furthermore, Animal Producers may be subject to one site visit annually.
2. Animals used in production of products for sale at Market must be raised and managed using humane husbandry practices and environmentally sound methods.
3. Live animals for sale are not allowed on site. Animal producers may take orders for the sale of animals.

**Value-Added Producers**

1. All vendors may be subject to one site visit prior to or upon admittance. Furthermore, Value Added Producers may be subject to one site visit annually.
2. Value-Added products must be processed and packaged by the vendor in their own facility or created and developed by the vendor and produced in a processing facility under the direction of the vendor.
3. In reviewing new vendor applications, special consideration will be given to those producers who can verify the use of local ingredients or local production.
4. Vendors must, when required, obtain, maintain and display necessary permits or licenses.
5. All items intended for human consumption must be kept off the ground at all times and be in a safe and sound condition. The producer/seller will be solely responsible for damages resulting from the sale of unsound goods.

***ONSITE MARKET RULES***

All vendors and attendees must comply with Section 1.09.062 Conduct Prohibited in Parks in the City of Lucas Code of Ordinances (a copy is attached). In addition, it is important to comply with the following:

1. **Smoking and vaping:** Smoking and vaping are prohibited at the Market, including beneath

- the pavilion and in surrounding green spaces and parking lots.
2. **Alcohol and drugs:** The consumption of alcoholic beverages or drugs is prohibited at the Market.
  3. **Accessibility:** Pre-determined fire lanes and ADA pathways cannot be blocked.
  4. **Soliciting:** Soliciting is prohibited at market by unapproved vendors.

**Space Assignments:**

1. Space assignments will be based on attendance, product mix and logical constraints as determined by the LFMC. Space options includes the pavilion which is 8 x 10 or space in the Community Park which is 10 x 10.
2. Transactions between customers and vendors may only occur within the assigned space.
3. Vendors may request a maximum of two spaces and the request should be made via the application process for consideration by the LFMC.
4. Vendors shall provide all of their own equipment and must not exceed the parameters of the assigned space. Tents must be weighted with 25 pounds for each corner or staked in a safe manner. The City or the LFM will not provide weights, canopies, tables or chairs, or provide assistance with set-up or tear-down. Vendors shall set up in their assigned space and not request specific spaces.

**Signs:**

1. Vendors shall post a sign with the name of their business and business location.
2. Vendors are encouraged to post a price list.
3. Signage must be accurate and truthful in claims of production practices, sourcing, or other claims.
4. Signs outside of the space will be reviewed and approved by the LFMC prior to displaying if they do not restrict movement or physically interfere with the sale of another vendor.
5. Banners Inside the Pavilion: a.) Mounting a banner in between neighboring pavilion stalls is not permitted. b.) When a sign is mounted on the back side of a booth the materials (rope, bungee cords, etc.) may not span outside of the vendor's space. c.) Mounting a banner to table fronts is acceptable.

**Attendance:**

1. Start date for new vendors will be mutually agreed upon by the vendor and LFMC.
2. All vendors are expected to attend Markets on a regular, year-round basis, unless the application was otherwise approved as a part-time or seasonal vendor.
3. The LFMC will determine vendor locations in the park and provide this information in advance of the market.
4. When a vendor fails to email (farmersmarket@lucastexas.us) the LFMC by 7:00 am on the day of absence, the vendor may be subject to dismissal.
5. Vendors must give at least a 7-day notice to the LFMC of their intent to return to Market from an absence of more than 4 weeks.
6. In the case of an emergency which prohibits attendance, notify the LFMC as soon as possible.
7. Vendors must have their booths completely set up at least 10 minutes prior to the start of Market and not tear down until the market closes.
8. Vendors who commit to attending a full season and are absent more than 5 market days may be subject to dismissal.



**Parking:** Vendors are prohibited from parking in spaces designated for customers with the exception of set-up and tear-down. Vendors with physical limitations or disabilities are exempt from this rule.

**Pricing:**

1. Vendors will determine the prices of their own products.
2. The sale or likely sale of goods at less than fair value (dumping) is prohibited.

**Professional Conduct:**

1. Vendors must represent their products in an honest manner, whether written or verbal.
2. Vendors asked by City Staff to remove products that present a threat to health must do so immediately.
3. Vendors must conduct themselves in a courteous and professional manner at the Market.
4. Vendors must treat customers, staff, volunteers, and fellow vendors with respect.
5. Inaccurate, inappropriate, threatening, or harassing words or statements construed as disparaging or harmful to other vendors, vendor-to-customer relationships or the Market is prohibited and can be grounds for termination.
6. No music other than that provided by the Market is allowed.
7. No disruptive or aggressive promotion is allowed.
8. Vendors are responsible for keeping their area clean during Market and are responsible for cleaning their space after Market is over. Unsold product and packing boxes must be carried off site.

**Natural Gas and Propane Use:** Natural Gas and Propane use is prohibited at the market.

**Electric Use:** Please be aware of overloading our breakers. Always inform City staff of power outages so that an electrician can be contacted. Space heaters (electric and propane) are prohibited and electric use for personal comfort is prohibited.

***VIOLATIONS***

Vendors will be notified of violations of the rules and regulations by one of two methods:

1. A verbal notification on a market day from the LFMC representative or City Staff, followed by an email verification; or
2. By written notice from the LFMC.

If a vendor fails to cease or remedy a violation within the time specified, the vendor may, in the Committee's discretion, be subject to any of the following:

1. Relocation of space; or
2. Dismissed from the Market

The LFMC may, in its discretion, terminate a vendor's participation in the Market for repeated violations of which the vendor has been notified.

***VENDOR FEES***

**Application Fee** – The Lucas Farmers Market does not charge an application fee.

**Participation Fee** – Beginning with the 2021 season, the Lucas Farmers Market will charge a participation fee of \$20 per market. Fees will be collected the day of the market. Vendors that reside in the City of Lucas will be exempt from the participation fee.

### ***DISPUTES AND GRIEVANCES***

The following procedures are in place to provide any vendor with a clear process for settling a dispute or addressing a complaint or grievance.

#### **On-site Resolution**

The LFMC is the first step in addressing any matter. The LFMC will make every effort to resolve an issue. Vendors are asked to provide the Chair with a clear explanation of an issue, and to work with staff to reach a resolution. After gathering all available information, the Chair and City Staff will make a determination regarding the issue based on their interpretation of the best interest of the Market as a whole and the specific circumstances. Vendors must abide by the determination on that Market day so as to maintain order in the Market. If a vendor disagrees with the determination, the formal Grievance Process is in place.

#### **Grievance Process**

A vendor should send written statement of the grievance to the Chair of the LFMC within thirty (30) days of the incident. Written statement can be sent to [farmersmarket@lucastexas.us](mailto:farmersmarket@lucastexas.us). The Chair of the Committee shall use best efforts to resolve the grievance within fourteen (14) working days of receiving the written statement. At the end of this time period, the Chair of the Committee shall issue a written response to the grievant with either the resolution or next steps if additional time is needed to address the issue. The Chair of the Committee shall issue a final written response to the grievant within thirty (30) days of the initial complaint.

### ***FEEDBACK***

Input and feedback from vendors, customers, and all Lucas Farmers Market stakeholders is valued. If you would like to share any thoughts, please contact the Lucas Farmers Market Committee, please send an email to [farmersmarket@lucastexas.us](mailto:farmersmarket@lucastexas.us).

**Attachment A - City of Lucas Code of Ordinances, Article 1.09 Parks and recreation, Section 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;
- (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;
- (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.
- (10)(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.

(10)(C) City park facilities may be reserved for commercial recreational activity 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 recreational activity and may only be used by city residents.

(10)(D) A city facility use agreement must be completed and submitted together with the required fee to the city manager for consideration. 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.

(10)(E) The applicant may reserve the park facility for up to two months 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;

(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;

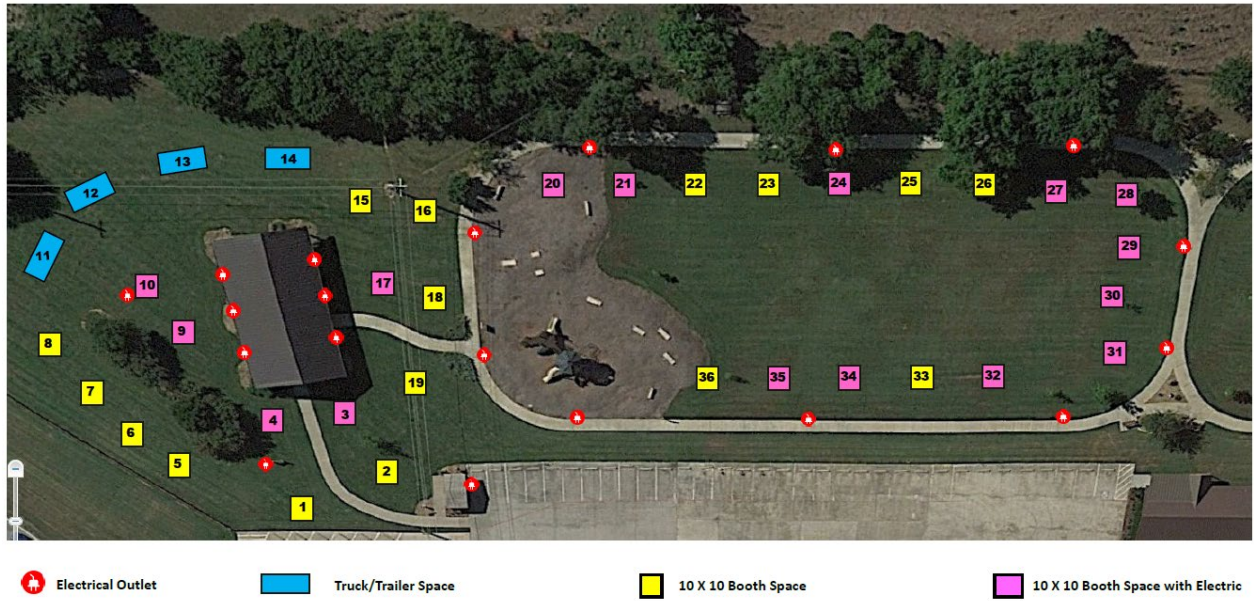
(17) To make or kindle a fire except in public stoves, grills, fire pits, or designated areas provided for that purpose. Fires shall not be left unattended and must be extinguished prior to departure. The city manager may prohibit all fires in public parks during those periods that he, in his sole discretion, 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;

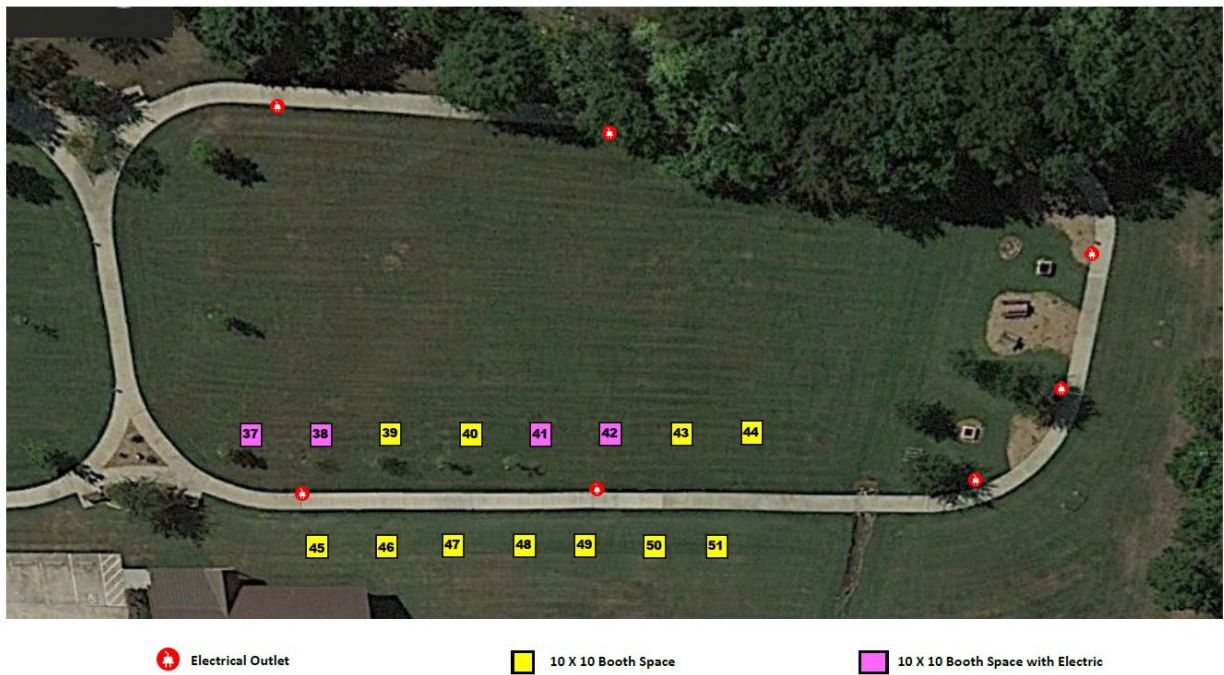
(19) To destroy, damage, deface or remove shrubbery, trees, soil, grass, turf or other vegetation, rock, minerals or any other personal or real property.

# Attachment B – Community Park Site Map

## 2021 ~ LUCAS FARMERS MARKET



## 2021 ~ LUCAS FARMERS MARKET





City of Lucas  
665 Country Club Road  
Lucas, Texas 75002  
972.912.1212  
farmersmarket@lucastexas.us

## Welcome to the 2021 Lucas Farmers Market

The mission of the Lucas Farmers Market is to create a safe and pleasant social experience for our community and visitors by providing access to local farmers, food producers and artists.

The Lucas Farmers Market is from 8 am to Noon at the Lucas Community Park located at 665 Country Club Road. The proposed calendar for the 2021 season continuing with the 2nd and 4th Saturday date selection with one more date being added (October 23). This is 12 standard markets plus a Special Market with Founders Day and a Country Christmas Holiday Market.

The Lucas Farmers Market 2021 Rules & Regulations are posted on the City's website. Please read the rules prior to submitting your vendor application.

In order to process this application, please ensure that all fields are filled in and all information is accurate. The goal of the FMC is to have diversity in the types of products being provided at the market. Vendor must meet the definition of a Farmers Market Vendor as set forth in the rules and regulations pertaining to the City of Lucas Farmers Market and follow all established guidelines by the Texas Department of State Health Services and/or Collin County Health Department.

**The deadline for submitting vendor applications is Sunday, January 24, 2021.** The Lucas Farmers Market Committee (LFMC) will notify vendors by early February of the Committee's decision.

2021 Lucas Farmers Market Application		
Name of Business/Vendor:		
Contact Person:		
Address:		
City:	State:	Zip Code:
Phone Number:		Email:
Vendor Website:		Social Media:
Dates of Market:		
<input type="checkbox"/> April 24		
<input type="checkbox"/> May 8 (special market associated with Founders Day)		



City of Lucas  
665 Country Club Road  
Lucas, Texas 75002  
972.912.1212  
farmersmarket@lucastexas.us

- May 22
- June 12
- June 26
- July 10
- July 24
- August 14
- August 28
- September 11
- September 25
- October 9
- October 23
- December 3 (Holiday Market in conjunction with Country Christmas)

Collin County Food Handler/Health Permit Number:

Type of Vendor:

- Agricultural Producer       Value Added Producers       Artisans

Description of products to be sold (be specific regarding all products you intent to sell):

Will you need electricity (110V):     Yes     No



City of Lucas  
665 Country Club Road  
Lucas, Texas 75002  
972.912.1212  
farmersmarket@lucastexas.us

The City of Lucas shall not be liable for any loss, damage, or injury of any kind to any person or property arising from the services of the vendor pursuant to this agreement. The vendor hereby waives all claims against the City, its officers, agents and employees (collectively referred to in this section as “city” for damage to any property or injury to, or death of, any person to the extent arising at any time and from any cause other than the negligence or willful misconduct of City or breach of City’s obligations hereunder. the vendor agrees to indemnify and save harmless city from and against liabilities, damages, claims, suits, costs (including court costs, reasonable attorneys’ fees and costs of investigation) and actions of any kind by reason of injury to or death of any person or damage to or loss of property to the extent caused by the vendors negligent performance under this agreement or by reason of any negligent act or omission on the part of professional, its officers, directors, servants, employees, representatives, consultants, licensees, successors or permitted assigns (except when such liability, claims, suits, costs, injuries, deaths or damages arise from or are attributed to negligence of the city, in whole or in part, in which case professional shall indemnify city only to the extent or proportion of negligence attributed to vendor as determined by a court or other forum of competent jurisdiction). An approved application by the Lucas Farmers Market Committee will serve as the vendor’s permit to participate in the Lucas Farmers Market.

I have read and agree to the above listed terms and conditions. I have also read the Lucas Farmers Market 2021 Rules & Regulations and agree to comply with these procedures.

\_\_\_\_\_  
Signature of Business/Vendor

\_\_\_\_\_  
Date

Completed applications will be reviewed by the Lucas Farmers Market Committee for consideration. All vendors will be notified of the outcome of the evaluation by the Lucas Farmers Market Committee. An approved application by the Lucas Farmers Market Committee will serve as the vendors permit to participate in the Lucas Farmers Market.

For Official Use Only:

The Lucas Farmers Market Committee has  Approved  Denied this application.





# City of Lucas

## Parks and Open Space Board Request

### November 16, 2021

Requester: Parks Board

### Agenda Item Request

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Discuss agenda items for the Parks and Open Space meeting on January 25, 2022.

### Background Information

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The following items are being considered for the January 25, 2022, Parks and Open Space Board agenda:

1. Adopt-A-Park Program
2. Matrix Update
3. Park Rules
4. Park Fees
5. Lucas Farmers Market
6. Special Events Calendar:

Day	Date	Time	Event	Location
Friday	December 3, 2021	6:00 pm – 9:00 pm	Country Christmas Holiday Market	Community Park
Saturday	April 2, 2022	9:00 am – 1:00 pm	Keep Lucas Beautiful Spring Cleanup	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
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
Saturday	October 8, 2022	8:00 am – 12:00 pm	Lucas Farmers Market	Community Park
Saturday	October 22, 2022	8:00 am – 12:00 pm	Lucas Farmers Market	Community Park
Saturday	November 5, 2022	9:00 am – 12:00 pm	Arbor Day Electronic Recycling & Paper Shredding	Community Park
Friday	December 2, 2022	6:00 pm – 9:00 pm	Country Christmas Holiday Market	Community Park



**City of Lucas**  
**Parks and Open Space Board Request**  
**November 16, 2021**

**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 for this item. This item is for discussion purposes only.



# City of Lucas

## Parks and Open Space Board Request

### November 16, 2021

Requester: City Secretary Stacy Henderson

#### **Agenda Item Request**

---

Consider approval of the minutes of the September 28, 2021 Parks and Open Space Board meeting.

#### **Background Information**

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NA

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

---

1. September 28, 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 September 28, 2021 Parks and Open Space Board meeting.



## MINUTES

### Parks and Open Space Board Meeting

September 28, 2021 | 7:00 pm

Council Chambers | Video Conference

City Hall | 665 Country Club Road, Lucas Texas

#### Call to Order

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Chairman Rhoads called the meeting to order at 7:03 p.m.

**Parks Board Members Present:**

Chairman David Rhoads  
Vice Chairman Bill Esposito (*attending remotely*)  
Member Kenneth Patterson  
Member Christel Parish (*attending remotely*)  
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  
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.

#### Regular Agenda

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

- A. Public Lands Trail Cleanup on September 25, 2021
- B. Movie in the Park on October 16, 2021
- C. Arbor Day and Recycling Event on November 6, 2021
- D. Farmers Market Update for 2022

Assistant to the City Manager Kent Souriyasak gave a presentation regarding the Public Lands Cleanup event, the Movie in the Park, and the Arbor Day and Recycling Event.

Vice Chairman Bill Esposito gave an update on the Farmers Market regarding the October markets and the small events also held at the market. Vice Chairman Esposito spoke about the Parks Board brainstorming ideas for the 2022 market and conducting a survey with the farmers market vendors.

The Parks Board determined that their November meeting would be held on November 16, 2021 at 7 pm due to the Thanksgiving holiday.

**MOTION:** A motion was made by Vice Chairman Esposito, seconded by Chairman Rhoads to move the November 23, 2021 Parks and Open Space Board meeting to November 16, 2021 at 7:00 pm. The motion passed unanimously by a 5 to 0 vote.

**2. Discuss and review the Collin County Parks and Open Space Strategic Plan as it relates to activities within the City of Lucas parks and open space.**

The Parks Board discussed the Collin County Parks and Open Space Strategic Plan and what the City may need to consider in order to meet future needs for parks and open space. The Parks Board discussed citizen demands for trail systems over parks and noted there was a need to begin planning for the future and how to best implement a plan.

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

**3. Discuss the Adopt-a-Park Program and review the checklist and rotation schedule to determine if park assignments amongst members needs updating and receive update on drainage improvements to the Community Park.**

The Parks Board discussed the Adopt-A-Park program, no changes were made to the rotation and evaluation of parks would begin in October.

**MOTION:** A motion was made by Ms. Poteete, seconded by Mr. Patterson to move forward with the Adopt the Park Program. The motion passed unanimously by a 5 to 0 vote.

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

The Parks Board reviewed the matrix and added additional community area for events should also be added to the matrix. The Parks Board also determined that should there be no member in charge of an item on the matrix after two months, that item would be removed.

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

**5. Consider approval of the minutes of the July 27, 2021, the August 4, 2021, and the August 26, 2021, Parks and Open Space Board meeting.**

**MOTION:** A motion was made by Chairman Rhoads, seconded by Ms. Poteete to approve the minutes of the July 27, 2021, August 4, 2021, and August 26, 2021, Parks and Open Space Board meetings. The motion passed unanimously by 5 to 0 vote.

**6. Adjournment.**

**MOTION:** A motion was made by Vice Chairman Esposito, seconded by Mr. Patterson to adjourn the meeting at 8:49 p.m. The motion passed unanimously by 5 to 0 vote.

APPROVE:

ATTEST:

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David Rhoads, Chairman

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Stacy Henderson, City Secretary