



## AGENDA

### Parks and Open Space Board Lucas Farmers Market Committee Workshop

December 7, 2021 | 5:30 PM

Council Chambers

City Hall | 665 Country Club Road, Lucas, Texas

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*Notice is hereby given that a workshop of the City of Lucas Parks and Open Space Board together with the Lucas Farmers Market Committee will be held on Tuesday, December 7, 2021, at 5:30 pm at Lucas City Hall, 665 Country Club Road, Lucas, Texas 75002-7651 at which time the following agenda will be discussed.*

Video conference will not be available for this meeting.

#### **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.

**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 of Parks and Open Space Board
- Determination of Quorum of Parks and Open Space Board
- Reminder to turn off or silence cell phones
- Pledge of Allegiance

#### **Regular Agenda**

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1. Receive Public Comments (Parks and Opens Space Board)
2. Discuss the Lucas Farmers Market planning process for the 2022 season. (Lucas Farmers Market Chair Bill Esposito, Parks and Open Space Board and Lucas Farmers Market Committee)
  - a. Review results of Lucas Farmers Market customer survey
  - b. Review results of Lucas Farmers Market vendor survey
  - c. Expectations, roles and responsibilities of Parks Board and Lucas Farmers Market Committee and utilization of volunteer groups

- d. Market operational problems and solutions
- e. Lucas Farmers Market Rules for 2022 Season
- f. Marketing (Website, Social Media, how to boost attendance, etc.)
- g. Market Share Program
- h. Youth Vendor Program
- i. Go Texan Program
- j. Vendor Application Process for 2022
- k. Vendor Recruitment
- l. Vendor Advisory Committee
- m. “Value-Added” Events for Each Market
  - i. Historical Display
  - ii. Trail Master Plan Display
  - iii. Food Court in Pavilion
  - iv. Create a Schedule of Value-Added Events by February
- n. Supplies Needed (Budget is \$5,000)
  - i. Signage (\$600)
  - ii. Traffic Counter (\$150)
  - iii. Waste and Water Station for Dogs (\$250)
  - iv. Value-added Events (\$1,200)

## **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 December 1, 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.*