



AGENDA

Parks and Open Space Board Meeting

July 26, 2022 | 6:30 PM

Council Chambers

City Hall | 665 Country Club Road, Lucas, Texas

Notice is hereby given that a meeting of the City of Lucas Parks and Open Space Board will be held on Tuesday, July 26, 2022 at 6:30 pm at Lucas City Hall, 665 Country Club Road, Lucas, Texas 75002-7651, at which time the following agenda will be discussed.

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 Interim 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 Interim City Secretary Kent Souriyasak at kent@lucastexas.us by no later than 3:30 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 3:30 pm will not be included at the meeting.

Call to Order

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

Regular Agenda

1. Discuss a request by City of Lucas resident Tom Grisak regarding interest in adding pickleball courts to a public park. (Assistant to the City Manager/Interim City Secretary Kent Souriyasak)
2. Provide updates regarding special events including:
 - A. Public Lands Trail Cleanup
 - B. Movie in the Park
 - C. Lucas Farmers Market(Assistant to the City Manager/Interim City Secretary Kent Souriyasak, Vice Chairman Bill Esposito)
3. Consider approving the Special Events Calendar for Fiscal Year 2022/23. (Assistant to the City Manager/Interim City Secretary Kent Souriyasak)

4. Discuss the International City/County Management Association Local Government Excellence Award for Community Partnership recognizing the Lucas Farmers Market. **(Assistant to the City Manager/Interim City Secretary Kent Souriyasak)**
5. Discuss the prioritization of future park facilities and improvements to help facilitate funding. **(Vice Chairman Bill Esposito, Member Pam Poteete)**
6. Discuss potential landscape projects to be considered for the Governor's Community Achievement Awards Program. **(Assistant to the City Manager/Interim City Secretary Kent Souriyasak)**
7. Consider approval of the minutes of the May 24, 2022, Parks and Open Space Board meeting. **(Assistant to the City Manager/Interim City Secretary Kent Souriyasak)**

Certification

I do hereby certify that the above notice was posted in accordance with the Texas Open Meetings Act on the bulletin board at Lucas City Hall, 665 Country Club Road, Lucas, Texas 75002 and on the City's website at www.lucastexas.us on or before 5:00 p.m. on July 22, 2022.

Kent Souriyasak, Assistant to the City Manager/Interim 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 Interim City Secretary Kent Souriyasak at 972-912-1213 or by email at kent@lucastexas.us at least 48 hours prior to the meeting.



City of Lucas

Parks and Open Space Board Request

July 26, 2022

Requester: Assistant to the City Manager/Interim City Secretary Kent Souriyasak

Agenda Item Request

Discuss a request by City of Lucas resident Tom Grisak regarding interest in adding pickleball courts to a public park.

Background Information

City of Lucas resident Tom Grisak has reached out to the City expressing interest in adding pickleball courts to a public park. Pickleball is a sport that combines many elements of tennis, badminton, and ping-pong. The sport is played as singles or doubles with a paddle and a plastic ball with holes.

A single pickleball court is the same size as a double's badminton court and measures 20 feet by 44 feet. In pickleball, the same court is used for both singles and doubles play. The net height is 36 inches at the sidelines and 34 inches in the middle. The court is striped similarly to a tennis court with right and left service courts and a 7-foot non-volley zone in front of the net (referred to as the "kitchen").

The City of Lucas operates three public parks (Lucas Community Park, Kenneth R. Lewis Park, and Forest Creek Park) and the East Winningkoff Trailhead.

Lucas Community Park is three acres and the primary location for special events throughout each year. The park has limited available space. Lucas Community Park has a pavilion, restrooms, walking path, playground, and Community Center.

Kenneth R. Lewis Park is five acres and has a pavilion, restroom, walking path, baseball/softball field, and larger fields for other recreational sports.

Forest Creek Park is two acres and has a pavilion, two playgrounds, sports court, and soccer field.

The East Winningkoff Trailhead is three acres with equestrian and pedestrian access to the Trinity Trail. There is a large gravel parking lot, corral, pavilion, and restroom.

Attachments/Supporting Documentation

1. City of Lucas Parks Map
2. Pickleball Court Construction Example by USA Pickleball



Item No. 01

City of Lucas
Parks and Open Space Board Request
July 26, 2022

Budget/Financial Impact

Total costs and funding have not yet been determined.

Recommendation

NA

Motion

There is no motion required. This is a discussion only.

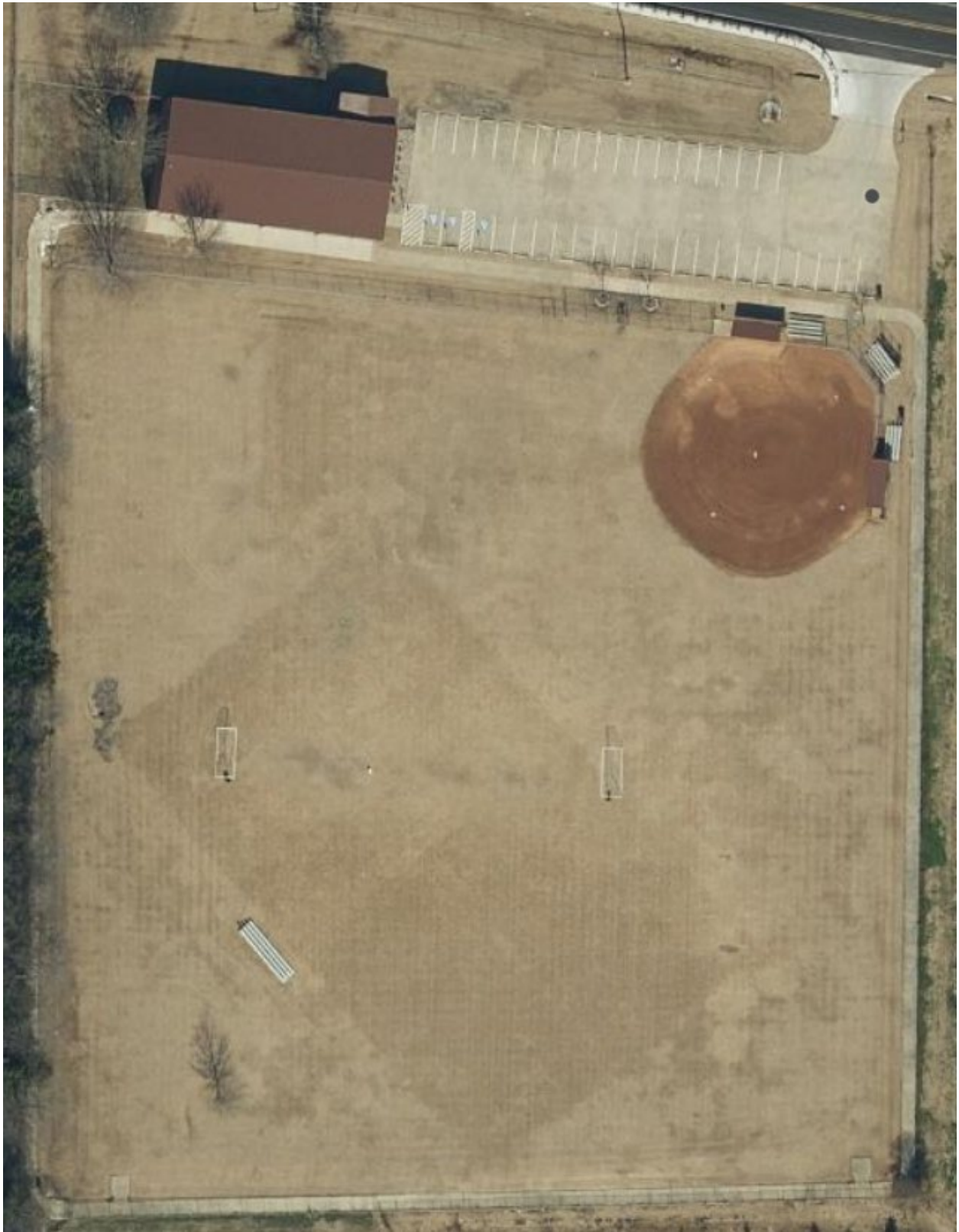
City of Lucas Parks Map

Lucas Community Park



City of Lucas Parks Map

Kenneth R. Lewis Park



City of Lucas Parks Map

Forest Creek Park



City of Lucas Parks Map

East Winningkoff Trailhead



PICKLEBALL COURT CONSTRUCTION

Line Tolerances:

- Net line to outside of NVZ line: 7' +/- 1/8"
- Net line to outside of baseline: 22' +/- 1/4"
- Outside sideline to outside sideline: 20' +/- 1/4"
- Outside sideline to centerline: 10' +/- 1/8"
- Diagonal dimension to out of lines: 48' 4" +/- 3/4"

Recommend Net Posts Extend
12 in. Outside Sideline
Recommend Line Widths = 2 in.

Net Height at Sideline = 36 in.
(34 in. at Center)

Non-Volley Line

Sideline

Baseline

Centerline

48 ft. 4 in.

10 ft.

20 ft. (Inclusive of Lines)

Non-Volley Zone

7 ft.

Left
Service
Area

Right
Service
Area

15 ft.

44 ft.
(Inclusive of Lines)



You play the best sport. Now build the best court.

Info at USAPickleball.org/courts

One of the keys to taking your pickleball game to the next level is having a convenient place to play. Whether you're setting up for serious competition, casual games with friends, or a temporary surface for an event, knowing the basics can help you get the most enjoyment out of your court. These guidelines will get you started on building the court that's perfect for your specific needs.

COURT LAYOUT

Baselines: sit parallel to the net at the end of the court.

Sidelines: running the length of the court.

Non-volley zone (NVZ): the area on either side of the net bound in by a line parallel to and 7 feet from the net and two sidelines.

Centerline: extends down the center from the baselines to the NVZ, dividing the court.

Service area: the area beyond the NVZ on either side of the centerline, including the centerline, sideline, and baseline.

SURFACE

Any hard surface (i.e. concrete or asphalt) will suffice for outdoor gameplay, so long as it's free of debris. Grass will not allow the ball to bounce, but driveways or cul-du-sacs can work fine with enough space. Ideally, the surface area should be about 30 feet by 60 feet. For more professional and permanent outdoor court surfacing, there are sport surfacing systems and services available.

NETTING

The net can be made out of any mesh material that will not allow a ball to pass through. It should be at least 21 feet 9 inches long, stretching from post to post; from the bottom edge to the top, it should be at least 30 inches wide. The posts should be 22 feet apart, and no more than 3 inches in diameter. Once the net is suspended from the posts across the center of the court, it should be 36 inches tall at the sidelines, and 34 inches tall in the center. The top edge of the net should have a cord or cable and it should be covered with a 2-inch tape.

LINES

Lines can be made with chalk, tape, paint, or even crayons, but generally tape is the best option for DIY.

INDOOR

The lines, netting, and space requirements for indoor pickleball play are the same as outdoor, but different lighting, fencing, and surfacing options are available, and should be considered. Indoor play allows for fluorescent lighting options that cannot function outside like HID and LED lights would. Indoor play also allows for different flooring options that are not feasible outdoors, like hardwood or rubberized surfaces. Fencing considerations can also vary more with indoor courts, as the surrounding environment does not pose as much a risk as it may outdoors.



USA PICKLEBALL PORTABLE NET SYSTEM

The USA Pickleball Portable Net System (aka the USAPA Portable Net System) is the only net system distributed and used by the official USA Pickleball. It fully complies with all tournament guidelines and is made with sturdy materials that will stand up to long-term play. It can be set up within about 5 minutes using the numbered oval tubing and simple instructions.

Get yours at USAPickleball.org/net

OFFICIAL PARTNERS

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City of Lucas

Parks and Open Space Board Request

July 26, 2022

Item No. 02

Requester: Assistant to the City Manager/Interim City Secretary Kent Souriyasak
Vice Chairman Bill Esposito

Agenda Item Request

Provide updates regarding special events including:

- A. Public Lands Trail Cleanup
- B. Movie in the Park
- C. Lucas Farmers Market

Background Information

A. Public Lands Trail Cleanup

The City is partnering with the U.S. Army Corps of Engineers (USACE) and Trinity Trail Preservation Association (TTPA) to remove trash and debris along the Trinity Trail at Lavon Lake in observation of National Public Lands Day. The Public Lands Trail Cleanup will be held from 9:00 am to 1:00 pm on Saturday, September 17, 2022. Check-in and registration will be located at the Highland Park Trailhead. All volunteers will receive cleanup supplies and staff will safely transport volunteers to cleanup areas. Lunch will also be provided to volunteers.

The Blackland Prairie Raptor Center (BPRC) and the North Texas Municipal Water District (NTMWD) will be present during the lunch to provide an educational experience for volunteers with live raptors and a stream water trailer.

Volunteers can register online at: www.lucastexas.us/event/2022-public-lands-trail-cleanup.

B. Movie in the Park

Movie in the Park is currently scheduled on Friday, October 14, 2022. The movie will begin at approximately 7:30 pm following sunset. Families are welcome to bring their own food, lawn chairs, blankets, and pillows to the event. Staff is seeking recommendations from the Parks and Open Space Board for the movie selection. Popular new movies to consider are Spider-Man: No Way Home, Encanto, Sing 2, and Sonic The Hedgehog 2. Halloween movies to consider are The Addams Family 2, Ghostbusters, Hocus Pocus, Jurassic Park, Jurassic World, and Monsters, Inc.



City of Lucas

Parks and Open Space Board Request

July 26, 2022

C. Lucas Farmers Market

The Lucas Farmers Market continues to be successful and features a special event at each market. In July, the farmers markets featured a picnic in the park with a hula hoop contest (July 9, 2022) and chef demonstration (July 23, 2022). The farmers markets in August will feature a Back-to-School Event (August 13, 2022) and Texas Parks and Wildlife Gun Safety and Hunting Regulations (August 27, 2022).

The following is a list of special events scheduled for each remaining farmers market:

August 13 – Back-to-School Event
August 27 – TPWD Gun Safety/Hunting Regulations/Game Warden
September 10 – Fire Rescue Event & 9-11 & Friends
September 24 – Bee Demo
October 8 – World Food Day
October 22 – Pumpkin Decorating
December 2 – Holiday Market at Founders Day

Attachments/Supporting Documentation

NA

Budget/Financial Impact

- A. **Public Lands Trail Cleanup** – Cleanup supplies and equipment are budgeted at \$6,000 in account 11-6212-452 Stormwater Management Expense.
- B. **Movie in the Park** – Movie in the Park is budgeted at \$5,000 in account 11-6211-448 Parks Events.
- C. **Lucas Farmers Market** – The Lucas Farmers Market is budgeted at \$5,000 in account 11-6211-448 Parks Events.

Recommendation

NA

Motion

There is no motion required. This is a discussion only.



City of Lucas

Parks and Open Space Board Request

July 26, 2022

Item No. 03

Requester: Assistant to the City Manager/Interim City Secretary Kent Souriyasak

Agenda Item Request

Consider approving the Special Events Calendar for Fiscal Year 2022/23.

Background Information

Staff has prepared the City's Special Events Calendar for Fiscal Year 2022/23. The special events include the Lucas Farmers Market, Country Christmas, Lucas Car Show, Founders Day, Cleanup Events, and Art in Public Places. The special events calendar also includes tentative dates for the 2023 Lucas Farmers Market season as placeholders for planning purposes.

Attachments/Supporting Documentation

1. Special Events Calendar (Fiscal Year 2022/23)

Budget/Financial Impact

The following special events are included in the proposed budget for Fiscal Year 2022/23:

<u>Special Event</u>	<u>Account</u>	<u>Budget</u>
Art in Public Places	11-6211-448 Parks Events	\$5,000
Cleanup Events	11-6212-452 Stormwater Management Expense	\$6,500
Country Christmas	11-6211-447 Country Christmas	\$10,000
Founders Day	11-6211-444 Founders Day	\$30,000
Lucas Car Show	11-6211-448 Parks Events	\$5,000
Lucas Farmers Market	11-6211-448 Parks Events	\$5,000

Recommendation

Staff recommends approving the Special Events Calendar for Fiscal Year 2022/23.

Motion

I make a motion to approve/deny the Special Events Calendar for Fiscal Year 2022/23.

Special Events Calendar
Fiscal Year 2022/23

Date	Day	Time	Event	Location
October 4, 2022	Tuesday	To Be Determined	National Night Out	Various
October 8, 2022	Saturday	8:00 am - 12:00 pm	Lucas Farmers Market (featuring World Food Day)	Community Park
October 14, 2022	Friday	7:30 pm - 9:30 pm	Movie in the Park	Community Park
October 22, 2022	Saturday	8:00 am - 12:00 pm	Lucas Farmers Market (featuring Pumpkin Carving)	Community Park
November 5, 2022	Saturday	9:00 am - 12:00 pm	Arbor Day and Recycling Event	Community Park
December 9, 2022	Friday	6:00 pm - 9:00 pm	Country Christmas	Community Park
April 1, 2023	Saturday	9:00 am - 1:00 pm	Keep Lucas Beautiful Spring Cleanup	Various
April 8, 2023	Saturday	9:00 am - 10:00 am	Founders Day Parade	To Be Determined
April 8, 2023	Saturday	10:00 am - 2:00 pm	Founders Day Country Fair	Community Park
April 22, 2023 <i>(tentative)</i>	Saturday	8:00 am - 12:00 pm	Lucas Farmers Market	Community Park
May 13, 2023 <i>(tentative)</i>	Saturday	8:00 am - 12:00 pm	Lucas Farmers Market	Community Park
May 27, 2023 <i>(tentative)</i>	Saturday	8:00 am - 12:00 pm	Lucas Farmers Market	Community Park
June 10, 2023 <i>(tentative)</i>	Saturday	8:00 am - 12:00 pm	Lucas Farmers Market	Community Park
June 18, 2023 <i>(tentative)</i>	Saturday	8:00 am - 12:00 pm	Lucas Car Show	Lovejoy High School
June 24, 2023 <i>(tentative)</i>	Saturday	8:00 am - 12:00 pm	Lucas Farmers Market	Community Park
July 8, 2023 <i>(tentative)</i>	Saturday	8:00 am - 12:00 pm	Lucas Farmers Market	Community Park
July 22, 2023 <i>(tentative)</i>	Saturday	8:00 am - 12:00 pm	Lucas Farmers Market	Community Park
August 12, 2023 <i>(tentative)</i>	Saturday	8:00 am - 12:00 pm	Lucas Farmers Market	Community Park
August 26, 2023 <i>(tentative)</i>	Saturday	8:00 am - 12:00 pm	Lucas Farmers Market	Community Park
September 9, 2023 <i>(tentative)</i>	Saturday	8:00 am - 12:00 pm	Lucas Farmers Market	Community Park
September 23, 2023 <i>(tentative)</i>	Saturday	8:00 am - 12:00 pm	Lucas Farmers Market	Community Park
September 30, 2023	Saturday	9:00 am - 1:00 pm	Public Lands Trail Cleanup	To Be Determined
To Be Determined	To Be Determined	To Be Determined	Fire Station Open House	Fire Station
To Be Determined	To Be Determined	To Be Determined	Art in Public Places Opening Reception	City Hall
Note: The last two market dates for the Lucas Farmers Market season extends into fiscal year 2023-24.				
October 14, 2023 <i>(tentative)</i>	Saturday	8:00 am - 12:00 pm	Lucas Farmers Market	Community Park
October 28, 2023 <i>(tentative)</i>	Saturday	8:00 am - 12:00 pm	Lucas Farmers Market	Community Park



City of Lucas

Parks and Open Space Board Request

July 26, 2022

Requester: Assistant to the City Manager/Interim City Secretary Kent Souriyasak

Agenda Item Request

Discuss the International City/County Management Association Local Government Excellence Award for Community Partnership recognizing the Lucas Farmers Market.

Background Information

The City of Lucas will be honored by the International City/County Management Association (ICMA) as a recipient of the Local Government Excellence Award for Community Partnership recognizing the Lucas Farmers Market. ICMA's Local Government Excellence Award for Community Partnership recognizes programs that demonstrate innovation, excellence, and success in multi-participant involvement between a local government, private sector businesses, individuals, and/or nonprofit agencies to improve the quality of life for residents.

As the recipient of the ICMA Local Government Excellence Award for Community Partnership, the City of Lucas will be honored in various platforms including ICMA's Annual Conference from September 17 through September 21, 2022.

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 market's success is due in large part to the strong partnership between the City, the Lucas residents who serve on the Lucas Farmers Market Committee, the Parks and Open Space Board, and the volunteers who contribute their time to help the market operate. Together, they identify needs and resources, address safety concerns, and resolve any conflicts. Countless hours have been invested in this partnership to create a special experience benefitting the entire community.

Attachments/Supporting Documentation

NA

Budget/Financial Impact

NA

Recommendation

NA

Motion

There is no motion required. This is a discussion only.



City of Lucas

Parks and Open Space Board Request

July 26, 2022

Requester: Vice Chairman Bill Esposito
Member Pam Poteete

Agenda Item Request

Discuss the prioritization of future park facilities and improvements to help facilitate funding.

Background Information

To help prepare for future park needs, Parks and Open Space Board Vice Chairman Bill Esposito and Member Pam Poteete recommends prioritizing future park facilities and improvements to help facilitate funding.

The City of Lucas operates three public parks in addition to having preserved considerable open space and accessibility through the development process. The City's public parks are the Lucas Community Park, Kenneth R. Lewis Park, and Forest Creek Park. The City owns and maintains the East Winningkoff Trailhead which provides trail access in the northern area of Lucas.

Lucas Community Park is located at 665 Country Club Road. The park is three acres and offers a five-foot-wide concrete sidewalk that circulates around two adjacent walking loops. The park also includes a pavilion, picnic tables, benches, barbecue grills, fire pits, and a large playground.

Kenneth R. Lewis Park is located at 820 Southview Drive and is situated on five acres. Two-thirds of the park is open space and undeveloped for use with recreational activities. The park includes a baseball/softball field with a dugout, soccer fields, pavilion, restroom facilities, and public parking.

Forest Creek Park is a neighborhood park located at 985 Orchard Gap Lane near the subdivisions of Forest Creek Estates, White Rock Creek Estates and Northfork Ranch. The park is two-acres consisting of a parking area, pavilion, two playgrounds, open space, sport court, and soccer field with goals. The City made park improvements to remove dilapidated structures which accumulated within the vicinity of the park. As part of the park renovations, the City also added a sport court, soccer goals, pavilion, and picnic tables.

The East Winningkoff Trailhead is located at 745 East Winningkoff Road. The trailhead sits on three acres of land with equestrian and pedestrian access to the Trinity Trail. The trailhead offers a large gravel parking lot for easy loading and unloading of horses. Additional facilities include a corral, pavilion, restroom, and access to water.

Attachments/Supporting Documentation

NA



City of Lucas
Parks and Open Space Board Request
July 26, 2022

Budget/Financial Impact

NA

Recommendation

NA

Motion

There is no motion required. This is a discussion only.



City of Lucas

Parks and Open Space Board Request

July 26, 2022

Requester: Assistant to the City Manager/Interim City Secretary Kent Souriyasak

Agenda Item Request

Discuss potential landscape projects to be considered for the Governor's Community Achievement Awards Program.

Background Information

Keep Texas Beautiful (KTB) has selected Lucas as one of the winners of the 2022 Governor's Community Achievement Awards (GCAA) for outstanding community improvement by the Keep Lucas Beautiful program. KTB, in partnership with the Texas Department of Transportation (TxDOT), has awarded the Governor's Community Achievement Award to Texas communities for more than 50 years. The award is one of the most coveted annual environmental and community improvement honors in Texas. Lucas received a Gold Star Affiliate recognition, the highest form of annual recognition by Keep Texas Beautiful.

On June 29, 2022, First Lady Cecilia Abbott recognized the City of Lucas as one of the winning communities of the 2022 GCAA during her keynote address at the KTB GCAA Dinner in Austin. A video highlighting Lucas was featured during the awards ceremony which can be viewed on the City's website at: www.lucastexas.us/city-of-lucas-2022-governors-community-achievement-award.

As part of the GCAA, the City will receive \$130,000 to construct a landscape project on or along TxDOT right-of-way. The GCAA Program, also known as the Landscape Incentive Awards Program, provides funding to construct a landscape project on State owned right-of-way that fulfills the winning City's expectations and meets TxDOT's design, safety, maintenance, and funding requirements. TxDOT participates in the program by designing and installing a landscape development project along State right-of-way in each winning city.

Project Implementation:

TxDOT develops the construction plans at no cost to the winning community. The winning community has the option to develop the project plans themselves or to hire a consultant if they choose, but GCAA funds cannot be used for design services. The design process typically takes between six months and a year, with construction activity beginning between 45 to 60 days after the Transportation Commission awards the contract. If the project overruns the award amount, TxDOT will usually fund the project if it overruns 10% or less.

A TxDOT project manager will be responsible for coordinating the project and keeping it on schedule. Generally, the Area Engineer or a Landscape Architect from TxDOT will serve as the project manager and point of contact for the department.



City of Lucas

Parks and Open Space Board Request

July 26, 2022

Design Standards:

Many design elements are allowed as part of a GCAA project, but certain design elements are discouraged, such as fountains and flagpoles. Gateway monuments cannot be funded through the GCAA program. Since the project must be constructed on State right-of-way, “sight distance” (drivers must have an unimpaired view of traffic) and safety setbacks must be considered in all cases. All fixed objects (large trees, retaining walls, etc.) must be located outside the clear recovery zone. Depending on the level of landscape development, TxDOT will in most cases require the City to maintain the project following the end of the contract period. The City should sign a maintenance agreement before the project can be scheduled.

Attachments/Supporting Documentation

1. Governor’s Community Achievement Awards Program Guidelines

Budget/Financial Impact

TxDOT will award the City with \$130,000 to construct a landscape project on State right-of-way. The funds do not expire; however, the GCAA Program recommends projects to be implemented within one to two years.

Recommendation

NA

Motion

There is no motion required. This is a discussion only.



Governor's Community Achievement Awards (GCAA)

Program Guidelines

Landscape Architecture Section, Design Division

GOVERNOR'S COMMUNITY ACHIEVEMENT AWARDS (GCAA) PROGRAM

The Governor's Community Achievement Awards (GCAA) Program, also known as the Landscape Incentive Awards Program, was initiated in 1986 by the Texas Transportation Commission as a state-wide annual awards program, in cooperation with **Keep Texas Beautiful (KTB)**. Keep Texas Beautiful, a part of the Keep America Beautiful system, sponsors a competition each year among its member cities. The competition recognizes communities for local environmental improvement through litter prevention, solid waste management and recycling, beautification, public education, and litter law enforcement. Nine winning cities are chosen; one for each of the population categories.

Objective

- To construct a landscape project on State owned right-of-way that fulfills the winning City's expectations and meets TxDOT's design, safety, maintenance, and funding requirements

Eligibility

The department participates in the program by designing and installing a landscape development project along State or Federal highway right-of-way in each winning city. Travel & Information Division handles coordination with KTB, including the annual awards presentation by the Governor's office. Design Division works with the winning cities and TxDOT districts in the design and implementation of the landscape projects. Project awards range from \$90,000 for populations of 3,000 or less to \$310,000 for populations greater than 180,000; with an annual funding amount of \$2,000,000 provided by a Commission Minute Order.

Table: Population Categories & Award Amounts

Population Category	Award Amount
Up to 3,000	\$90,000
3,001 - 5,500	\$110,000
5,501 - 9,000	\$130,000
9,000 - 15,000	\$160,000
15,001 - 25,000	\$180,000
25,001 - 40,000	\$210,000
40,001 - 65,000	\$250,000
65,001 - 90,000	\$270,000
90,001 - 180,000	\$290,000
180,001+	\$310,000

Implementation

The winning community should first form a working committee to serve as a decision-making body during the development phase of the project. The committee should also appoint a spokesperson to act as point of contact for communications with TxDOT. The committee should then request an initial meeting with representatives of TxDOT, generally at the local area or district office. The committee and TxDOT then finalize the project location and scope, and TxDOT develops the construction plans at no cost to the winning community. The winning community has the option to develop the project plans themselves or to hire a consultant if they choose, but GCAA funds cannot be used for design services.

The design process typically takes between six months and a year, with construction activity beginning between forty-five to sixty days after the Transportation Commission awards the contract. Local contractors can bid on the project, but they must be prequalified through the TxDOT Construction Division before bidding on a project.

If the project overruns the award amount, TxDOT will usually fund the project if it overruns 10% or less. Additional overrun will be evaluated on a case by case basis, and may require a redesign of the project. If this occurs, the project will then be rescheduled for the next available construction letting. Every effort will be made to accurately estimate the cost of the project. No additional project will be constructed to expend unforeseen underruns.

Design Standards

Many design elements are allowed as part of a GCAA project, but certain design elements are discouraged, such as fountains and flagpoles.

Gateway Monuments cannot be funded through this program.

Since the project must be constructed on State Highway right-of-way, “sight distance” (drivers must have an unimpaired view of traffic) and safety setbacks must be considered in all cases. All fixed objects (large trees, retaining walls, etc.) must be located outside the clear recovery zone.

Every project which has plant material included as a bid item will have provisions for 90 days of maintenance. Depending on the level of landscape development, the Department will in most cases require the City to maintain the project following the end of the contract period. The City should sign a maintenance agreement before the project can be scheduled.

Program Administration

A TxDOT project manager will be responsible for coordinating the project and keeping it on schedule. Generally, the Area Engineer or a Landscape Architect from TxDOT will serve as the project manager and point of contact for the department.

While these GCAA projects are generally developed as “stand alone” projects, they can be developed as part of a larger project and can be combined with other funding sources, if approved by the department.



City of Lucas

Parks and Open Space Board Request

July 26, 2022

Requester: Assistant to the City Manager/Interim City Secretary Kent Souriyasak

Agenda Item Request

Consider approval of the minutes of the May 24, 2022, Parks and Open Space Board meeting.

Background Information

NA

Attachments/Supporting Documentation

1. May 24, 2022, Parks and Open Space Board minutes.

Budget/Financial Impact

NA

Recommendation

Staff recommends approval of the minutes as submitted.

Motion

I make a motion to approve/amend the minutes of the May 24, 2022, Parks and Open Space Board meeting.



MINUTES

Parks and Open Space Board Meeting

May 24, 2022 | 6:30 pm

Council Chambers | Video Conference

City Hall | 665 Country Club Road, Lucas Texas

Call to Order

The meeting was called to order at 6:30 pm. A quorum was determined to be present, and the Pledge of Allegiance was conducted.

Parks Board Members Present:

Chairman David Rhoads
Vice Chairman Bill Esposito
Member Kenneth Patterson
Member Pam Poteete
Alternate Member Laura Howard (*arrived at 6:55 pm*)
Member Christel Parish (*attended remotely*)

Staff Present:

City Manager Joni Clarke
City Secretary Stacy Henderson
Assistant to the City Manager Kent Souriyasak
Management Analyst Patrick Hubbard

Parks Board Member Absent:

Alternate Member Laura Giles

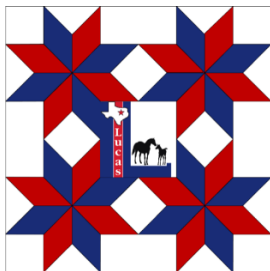
Regular Agenda

Chairman Rhoads moved Agenda Item No. 3 to the first item on the agenda.

3. Consider the donation of a barn quilt from the Friends of Lucas Fire-Rescue and provide guidance to the City Manager regarding design preferences and location.

Ray McKee, President of Friends of Lucas Fire-Rescue donated a barn quilt to the City of Lucas. This was presented at the April 21, 2022, City Council meeting, and the Council asked that the Parks Board select a design for the barn quilt and choose a display location.

Mr. McKee displayed several examples, and the Parks Board chose Option No. 9 (detailed below) and to have the barn quilt displayed on the pavilion at the Community Park. There was no formal motion taken on this item.



Chairman Rhoads moved to Agenda Item No. 1 at this time.

1. **Provide updates regarding special events including:**
 - A. **Lucas Car Show Recap**
 - B. **Founders Day Recap**
 - C. **Lucas Farmers Market**

Assistant to the City Manager Kent Souriyasak discussed recent city events including the first Lucas Car Show that raised \$25,000 for OL' streaker with over 100 cars participating and 900 visitors to the event. A second annual car show is being scheduled for next year.

The City's annual Founders Day event was held on May 14, 2022, that included a parade with over 70 participants, mini golf, carnival games, and the Lucas Farmers Market. Turnout for the event was decreased from previous years.

Vice Chairman Bill Esposito gave an update on the Lucas Farmers Market discussing upcoming events during Memorial Day festivities. Vice Chairman Esposito discussed the need for additional volunteers as well as Parks Board members to sign up and volunteer time at a minimum of five markets. City Staff and Vice Chairman Esposito agreed to meet to discuss volunteer opportunities further.

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

2. **Discuss potential landscape projects to be considered for the Governor's Community Achievement Awards Program.**

Assistant to the City Manager Kent Souriyasak briefed the Parks Board on the award the City received from the Governor's Community Achievement Award Program in the amount of \$130,000 to be used for a landscaping project on state right-of-way. Mr. Souriyasak suggested the location of Estates Parkway and Angel Parkway as a proposed location and an entry point into the City. The Parks Board was in agreement that the location of Estates Parkway and Angel Parkway was the best location to use funds from the award program.

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

4. **Consider the Fiscal Year 2022/23 budget recommendations and provide guidance to the City Manager.**

Assistant to the City Manager Kent Souriyasak reviewed with the Parks Board budgeted items for the fiscal year 2022/23 budget. The Parks Board had no additional changes to the proposed budget.

There was no motion or formal action taken on this item.

5. **Consider approval of the minutes of the March 22, 2022, Parks and Open Space Board meeting.**

MOTION: A motion was made by Vice Chairman Esposito, seconded by Mr. Patterson to approve the minutes as presented. The motion passed unanimously by a 5 to 0 vote.

6. Adjournment.

MOTION: A motion was made by Vice Chairman Esposito, seconded by Chairman Rhoads to adjourn the meeting at 7:52 pm. The motion passed unanimously by 5 to 0 vote.

APPROVE:

David Rhoads, Chairman

ATTEST:

Kent Souriyasak, Assistant to the City Manager/Interim City Secretary