



MINUTES PARKS AND OPEN SPACE BOARD MEETING

November 28, 2023 | 6:30 pm

Council Chambers

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 Bill Esposito
Vice-Chairman John Elliott
Member Laura Giles
Member Joan Phillips
Alternate Member Lynne Dodson
Alternate Member Bryan Bellows

Parks Board Members Absent:

Member Christel Parish

Staff Present:

City Manager Joni Clarke
Assistant City Manager Kent Souriyasak
CIP Manager Patrick Hubbard
Management Analyst Joshua Menhennett

City Council Liaison Present:

Councilmember Dusty Kuykendall

City Council Members Present:

Mayor Pro Tem Kathleen Peele

Regular Agenda

- 1. Review and provide comments on Chapter 6 (Parks and Open Space) of the City's Comprehensive Plan together with the Trails Master Plan and make recommendations to the City Manager. Discuss planning and updates for the 2024 Lucas Farmers Market season including:**

CIP Manager Patrick Hubbard presented regarding the comments for the Comprehensive Plan and Trails Master Plan. Vice-Chairman Elliott asked if there was consideration for sidewalks on the Trails Master Plan. City Manager Joni Clarke advised that discussion for trails was focused on using crushed granite.

Chairman Esposito noted that he was disheartened at the cost for updates to trails. CIP Manager Patrick Hubbard indicated where the cost of construction would go to. Ms. Clarke advised that it is the Parks Board's discretion on how often they hear or get to comment on this subject and that it can be a recurring agenda item if they so choose.

- 2. Discuss the creation and distribution of a special events survey to obtain input from Lucas citizens**

Management Analyst Joshua Menhennett presented the idea of conducting a City of Lucas special events survey. Chairman Esposito and Vice-Chairman Elliott indicated that it would be a good idea after the conclusion of the current parks survey. Councilmember Kuykendall suggested providing an ongoing commenting service for attendees at special events to provide feedback. Alternate Member Bellows advised being conscientious of overusing the survey format.



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3. Consider the discontinuation of the Founders Day Parade and evaluate location, options, and ideas regarding a future City of Lucas Parade.

City Manager Joni Clarke presented the background regarding why the Founders Day parade has been removed from the Founders Day Country Fair.

Mayor Pro Tem Peele addressed the Board, describing the history of the Founders Day Country Fair and the associated parade. Mayor Pro Tem Peele advised that the new parade could be held on October 19, 2024, along with ideas for the theme of the parade. Mayor Pro Tem Peele advised that the parade could be staged at Highland Park Trailhead, using the City owned roads as a route for the parade. Mayor Pro Tem Peele offered to act as the primary event organizer for the first years of the event to avoid a burden on City staff.

Chairman Esposito asked if there was necessary parking at the suggested location. Mayor Pro Tem Peele advised that the surrounding facilities would meet the parking needs.

Member Giles advised that it would be a wonderful idea. Vice-Chairman Elliott raised a concern that the location may not be the most easily accessible. Mayor Pro Tem Peele advised that proper marketing would likely bring participants to the area.

Member Giles advised that she is happy to volunteer and sit on a committee to work on a possible parade.

4. Provide updates on city-maintained parks and recreational facilities including the Lucas Community Park, Kenneth R. Lewis Park, Forest Creek Park, and East Winningkoff Trailhead.

CIP Manager Patrick Hubbard presented updates on parks projects in the City, including the staining of the pergola and the addition of an asphalt parking lot at Lucas Community Park. Mr. Hubbard also discussed security cameras installed at City of Lucas parks and trail markers added to the East Winningkoff Trail.

5. Provide an update on special events including:

- A. Public Lands Trail Cleanup**
- B. Movie in the Park**
- C. Arbor Day and Recycling Event**
- D. Country Christmas**

Management Analyst Joshua Menhennett presented past and upcoming special events. Alternate Member Bellows asked if there were any outstanding volunteer opportunities at Country Christmas. Assistant City Manager Kent Souriyasak advised that usually Country Christmas does not have volunteers.



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6. Discuss Parks and Open Space Board meeting date, time, and frequency.

Chairman Esposito advised that he doesn't believe that frequency of meetings should be increased. No changes were made to the regular Parks Board meeting date, time, or frequency.

Chairman Esposito advised that a workshop be held in January or February of 2024 to finalize logistics of the 2024 Lucas Farmers Market season. City Manager Joni Clarke advised hosting an informal lunch workshop to finalize details. The Parks Board agreed to host the workshop lunch on February 2, 2024, at 11:30 am at the Lucas City Hall. The topics of this meeting will include vendor selection and market events.

7. Discuss the 2024 Lucas Farmers Market Season as it relates to:

- A. Special Events**
- B. Marketing Plan and Strategy**
- C. Volunteers**
- D. Personnel on the Lucas Farmers Market Committee**

Chairman Esposito encouraged the Parks Board to strongly consider possible events for the 2024 Lucas Farmers Market season before the next Parks Board meeting.

Chairman Esposito advised the Parks Board to get the word out about volunteering and participating in the Lucas Farmers Market. The Parks Board agreed that those citizens who routinely volunteer at the Lucas Farmers Market should also participate in the planning and logistics of the Lucas Farmers Market season. City staff advised that they would update the Lucas Farmers Market Committee list and make sure everyone is invited to the February 2, 2024 workshop lunch.

8. Consider approval of the minutes of the September 26, 2023 Parks and Open Space Board meeting.

MOTION: A motion was made by Vice-Chairman Elliott, seconded by Member Giles to approve the minutes of the September 26, 2023 Parks and Open Space Board meeting as presented. The motion passed unanimously by a 5 to 0 vote. Member Poteete and Alternate Member Dodson were not present.

9. Adjournment.

MOTION: A motion was made by Alternate Member Bellows, seconded by Vice-Chairman Elliott to adjourn the meeting at 7:35 pm. The motion passed unanimously by a 5 to 0 vote. Member Poteete and Alternate Member Dodson were not present.

Adjournment



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APPROVE:

Bill Esposito, Chairman

ATTEST:

Joshua Menhennett, Communications Specialist