



# Agenda

**City of Lucas**  
**Parks and Open Space Board Meeting**  
**November 17, 2020**  
**6:00 PM**  
**City Hall Council Chambers**  
**and by Video Conference**  
**665 Country Club Road – Lucas, Texas**

*Notice is hereby given that a meeting of the Parks and Open Space Board will be held on Tuesday, November 17, 2020 at 6:00 pm in person and by video conference at which time the following agenda will be discussed.*

On March 16, 2020 Governor Abbott suspended some provisions of the Open Meetings Act in response to the COVID-19 emergency. In order to practice safe distancing, Lucas Parks and Open Space Board meetings will be open to on-site visitors in a limited capacity of 15 audience members. Parks and Open Space Board meetings will also be available through Zoom Webinar from your computer or smartphone. To join the meeting, please click this URL <https://zoom.us/j/92110885374?pwd=S2xuMnkwb0h3YmUwd05tMHV0SHFNdz09> and enter your name and email address. To join by phone: 1-346-248-7799 Webinar ID: 921 1088 5374 Passcode: 722890

If the public desires to speak during a specific agenda item, **they must email [shenderson@lucastexas.us](mailto:shenderson@lucastexas.us) by 4:00 pm on 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.

## 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. Review and approve the special events calendar for 2021. (City Manager Joni Clarke)
2. Appoint a Chairman to the Lucas Farmers Market Committee. (Parks Board)
3. Approval of the minutes of the September 22, 2020 Parks and Open Space Board meeting. (City Secretary Stacy Henderson)
4. Adjournment.



## 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, TX 75002 and on the City's website at [www.lucastexas.us](http://www.lucastexas.us) on or before 5:00 p.m. on November 12, 2020.

  
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.*



Parks and Open Space Board Meeting  
September 22, 2020  
7:00 p.m.  
Video Conference  
City Hall – 665 Country Club Road, Lucas Texas  
**Minutes**

### **Call to Order**

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Chairman Rhoads called the meeting to order at 7:01 p.m.

**Parks Board Members Present:**

Chairman David Rhoads  
Vice Chairman Bill Esposito  
Member Kenneth Patterson  
Member Tommy Dewitt

**Staff Present:**

City Manager Joni Clarke  
Development Services Director Joe Hilbourn  
City Secretary Stacy Henderson

**Parks Board Members Absent:**

Member Christel Parish

**City Council Liaison Absent:**

Councilmember Tim Baney

Chairman Rhoads determined that a quorum was present, and the Pledge of Allegiance was conducted.

1. **Consider approving the minutes of the July 28, 2020 Parks and Open Space Board meeting.**

**MOTION:** A motion was made by Vice Chairman Esposito, seconded by Mr. Patterson to approve the minutes as submitted. The motion passed unanimously by a 4 to 0 vote.

2. **Provide an update regarding the 2020 Farmers Market and consider appointing a Chairman to the Lucas Farmers Market Committee effective January 1, 2021.**

City Manager Joni Clarke provided an update on the Lucas Farmers Market. The public continues to show a great deal of interest despite obstacles created by COVID safety measures, including initiating a drive-thru only market, the event was successful. The last event included 473 cars.

Ms. Clarke note that two markets remained for 2020: September 26 and October 10. The Farmers Market Committee would hold a wrap up meeting on October 13 and would create a final report for 2020 and present to the City Council on November 19.

Following City Manager remarks, the Board discussed several additional items relating to the Farmers Market:

- Amount of staff time required
- Charging fees for vendors
- Need for additional parking
- Goal setting
- Volunteer recruitment and participation
- Appointing Chair and Vice-Chair to Committee
- Marketing
- Logistics

Ms. Clarke requested Mr. Esposito and Mr. Patterson attend the October 13 Farmers Market Committee meeting.

Mr. Dewitt requested a meeting be scheduled with current Farmers Market Chairman Debra Guillemaud and Parks Board members to review logistics, marketing, and other details involved with chairing the Farmers Market Committee.

**3. Consider creating an “Adopt a Park Program” and assign a Parks Board Member to park facilities.**

Mr. Patterson suggested that each member of the Parks and Open Space Board be assigned a park to monitor and report on needs, cleanliness, and other items of concern at each Parks Board meeting.

Mr. Hilbourn advised that he walks each park four times per year, making a list of any improvements or repairs needed.

Each Board member present agreed to become a park liaison:

Tommy Dewitt	-	East Winningkoff Trailhead
Chairman Rhoads	-	Lucas Community Park
Ken Patterson	-	Lewis Park
Vice Chairman Esposito	-	Forest Creek Park

**4. Provide an update regarding the Public Lands Trail Cleanup event with the Trinity Trail Preservation Association and the United States Army Corps of Engineers scheduled for September 26, 2020.**

City Manager Joni Clarke provided an update on the partnership between the City of Lucas, the Trinity Trail Preservation Association, and the United States Army Corps of Engineers. Event details included the following:

- Participants/volunteers will assemble at the Brockdale Park Trailhead.
- Staff will set up for the event from 6:00 a.m. to 8:00 a.m.
- Check-in for participants will begin at 9:00 a.m.
- All participants must attend safety training immediately following check-in.
- This is the second annual cleanup event.

Blackland Prairie Raptor Center will be on site as a special feature of the event.

**5. Discuss the Arbor Day event scheduled for November 7, 2020.**

Several items pertaining to the Arbor Day event were discussed including social distancing, in-person participation versus drive-thru participation, mask requirements, number of individuals allowed for in-person attendance of a possible Q & A with the master gardeners.

Staff committed to providing hand sanitizing stations and a hand washing sink.

The event will be included in the November newsletter.

**6. Discuss the Country Christmas event scheduled for December 4, 2020.**

Country Christmas will be placed for discussion on the City Council Agenda for October 1.

Suggestions for restructuring Country Christmas to maintain social distancing and address other concerns were noted:

- Do not hold a public tree lighting ceremony. The tree will be lit upon visitor arrival pictures can be taken with personal cameras if desired.
- Ice rink vendor will limit the number of people on the ice at one time.
- No train rides.
- Market will take place outdoors, rather than inside Community Center.
- In-N-Out Burger has made an in-kind donation of 900 burgers. City of Lucas staff will not serve any food or drinks.
- Lovejoy ISD has agreed to provide buses for the event to transport visitors to and from overflow parking areas.
- Place hand sanitizing stations strategically throughout the event.
- Provide sinks for handwashing.

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

January 2021 Parks and Open Space Board meeting will include 1) Assessment list for parks, and 2) Review park fees and park rules annually.

**8. Adjournment.**

**MOTION:** A motion was made by Vice Chairman Esposito, seconded by Mr. Patterson to adjourn the meeting at 8:00 p.m. The motion passed unanimously by a 4 to 0 vote.

APPROVE:

ATTEST:

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David Rhoads, Chairman

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Stacy Henderson, City Secretary

### 2021 Community Special Events Calendar

<i>Day</i>	<i>Date</i>	<i>Time</i>	<i>Description</i>	<i>Location</i>
Saturday	April 3, 2021	8:00 am - Noon	Don't Mess with Texas Trash-Off Cleanup Event & Electronic Recycling/Paper Shredding Event (tentative)	Community Park
Friday	April 16, 2021	7:00 pm	Movie in the Park	Community Park
Saturday	April 24, 2021	8:00 am – Noon	Lucas Farmers Market	Community Park
Saturday	May 8, 2021	9:00 am – 1:00 pm	Founders Day & Farmers Market	Community Park
Saturday	May 22, 2021	8:00 am – Noon	Lucas Farmers Market	Community Park
Saturday	June 12, 2021	8:00 am – Noon	Lucas Farmers Market	Community Park
Saturday	June 26, 2021	8:00 am – Noon	Lucas Farmers Market	Community Park
Saturday	July 10, 2021	8:00 am – Noon	Lucas Farmers Market	Community Park
Saturday	July 24, 2021	8:00 am – Noon	Lucas Farmers Market	Community Park
Saturday	August 14, 2021	8:00 am – Noon	Lucas Farmers Market	Community Park
Saturday	August 28, 2021	8:00 am – Noon	Lucas Farmers Market	Community Park
Saturday	September 11, 2021	8:00 am – Noon	Lucas Farmers Market	Community Park
Saturday	September 25, 2021	8:00 am – Noon	Lucas Farmers Market	Community Park
Saturday	September 25, 2021	9:00 am – 1:00 pm	Public Lands Trail Cleanup Event with TTPA & USACE	Brockdale/Highland Park Trailheads
Tuesday	October 5, 2021	Varies	National Night Out	Varies
Saturday	October 9, 2021	8:00 am – Noon	Lucas Farmers Market	Community Park
Sunday	October 10, 2021	TBD	Fire Prevention Week Open House	Fire Station
Saturday	October 16, 2021	7:00 pm	Movie in the Park	Community Park

Saturday	October 23, 2021	8:00 am – Noon	Lucas Farmers Market	Community Park
Saturday	November 6, 2021	TBD	Arbor Day	Community Park
Friday	December 3, 2021	6:00 pm - 9:00 pm	Country Christmas & Holiday Market	Community Park
Sunday	December 5, 2021	TBD	Appreciate Event for Volunteers/Awards	Fire Station