



Parks and Open Space Board  
Workshop Meeting  
February 18, 2015  
11:30 am - 2:30 pm  
City Hall – 665 Country Club Road  
Minutes

Call to Order

Chairman Rhoads called the meeting to order at 11:45a.m.

**Present:**

Chairman, David Rhoads  
Vice Chairman, Christopher Vanhorn  
Valerie Turnbow  
Alternate, Kenneth Patterson

**Absent:**

Lisa O'Leary  
Brenda Rizos  
Alternate, Jerry Straka

**Staff:**

City Manager, Joni Clarke  
Development Services Director, Joe Hillbourn  
City Secretary, Stacy Henderson

Chairman Rhoads determined that a Quorum was present.

Regular Agenda

1. **Discuss the completion of step five in the Provisional Affiliate Checklist "Facts about the Community" for Keep Lucas Beautiful and completion of the following forms that are in the Appendix of Chapter 6 – Getting the Facts which include:**
  - a. **Community Improvement Checklist**
  - b. **Community Windshield Survey**
  - c. **Community Before and After Evaluation**
  - d. **Community Evaluation Report**
  - e. **Community Ordinance and Education Survey**
  - f. **Litter Attitudes Survey**

Each member discussed the findings of their designated area they were assigned as part of the Windshield Survey. The Windshield Survey related to surveying the City for trash and debris. Findings included areas that were adequately maintained as well as areas that needed improvement. Pictures of various areas were also shown.

The Board members discussed various ways to keep trash from building up in residential areas and how property maintenance issues could be addressed. The Board also discussed educating homeowners and contractors about containing trash especially associated with residential development.

Member Turnbow discussed partnering with various businesses, local developers, and real estate developers to sponsor clean up initiatives, signage improvements and Keep Lucas Beautiful initiatives.

City Manager, Joni Clarke polled the Board on the remaining surveys for completion:

- Needs Assessment Checklist
- Community Windshield Survey
- Litter Attitudes Survey
- Community Improvement Checklist

City Manager Clarke suggested to the Board that they move to Agenda item No. 3 in order to complete the financial portion of the Community Improvement Checklist.

**3. Discuss the fiscal year budget 2014/2015 budget for parks, proposed adjustments for mid-year budget review, process for 2015/2016 budget and fundraising and sponsorships.**

City Manager, Clarke discussed with the Board their budget, upcoming events and programs such as Keep Lucas Beautiful; Founders Day; Christmas decor; lighting ceremony, and Arbor Day. City Manager Clarke also discussed funds available for potential projects.

City Manager Clarke also reminded the Board that in no way can the Board conduct any fundraising on behalf of the City. The Board discussed a membership drive for Keep Lucas Beautiful.

At this time, the Board finished the Ordinance portion of the survey.

**2. Discuss and review City of Lucas Code of Ordinances, Chapter 1, General Provision, Article 1.09 Parks and Recreation.**

City Manager Clarke announced that a new ordinance was in place for the Parks and Open Space Board outlining their responsibilities. The Board reviewed the ordinance and had no changes.

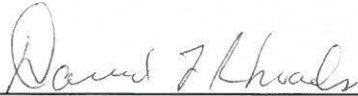
**4. Discuss prospective calendar of events and potential projects for the Park and Open Space Board/Keep Lucas Beautiful.**

The Board discussed community involvement in April for Earth Day and getting information out via the marquee board at City Hall as well as letters to local schools. The date of Saturday, April 25, 2015 was set aside as a potential date for Earth Day.

The Board asked that this item be added to the next agenda for further discussion.

**5. Adjournment.**

**MOTION:** A motion was made by Chairman Rhoads, seconded by Member Turnbow to adjourn the meeting at 2:30pm. The motion passed unanimously with a Vote of 4-0.



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David Rhoads, Chairman

ATTEST:



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Stacy Henderson, City Secretary