



Parks and Open Space Board Meeting
April 25, 2017
7:00 p.m.
City Hall – 665 Country Club Road
Minutes

Call to Order

Chairman Rhoads called the meeting to order at 7:00 p.m.

Parks Board Members Present:

Chairman David Rhoads
Vice-Chairman Chris Vanhorn
Member Kenneth Patterson
Member Bill Esposito

Parks Board Members Absent:

Member Brenda Rizos
Alternate Member Joanne Doucet

Staff Present:

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

City Council Liaison

Councilmember Tim Baney

Chairman Rhoads determined that a quorum was present and reminded all in attendance to silence their cell phones. The Board conducted the Pledge of Allegiance.

Regular Agenda

1. Consider approval of the minutes of the March 28, 2017 Parks and Open Space Board regular meeting.

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

2. Discuss and clarify the goals and objectives of the Parks and Open Space Board.

A presentation was given by Parks Board Member Ken Patterson discussing the procedures involved in identifying Parks Board duties and goals, establishing and managing projects, and the structure of reviewing projects, and assignment of duties.

The Board discussed the duties of the Parks and Open Space Board as outlined in the Code of Ordinances and Comprehensive Plan.

Councilmember Baney clarified with the Board their duties related to management of projects, and noted that once projects were voted on and approved, it was the responsibility of City Staff to manage those projects. Councilmember Baney also stated that any recommendations for projects should be made to the City Council and City Manager for approval.

The Parks Board and staff discussed the need for reviewing the utilization of existing parks, the best use for the parks, and Parks Board goals and duties for the future.

Mr. Patterson stated that he would bring an updated presentation to the May 23 meeting outlining proposed projects.

3. Discuss and consider becoming a Tree City USA community in association with taking part in an Arbor Day event.

Parks Board member Bill Esposito gave a presentation discussing the Tree City program overview and qualifications in becoming a designated Tree City participant. Mr. Esposito stated that the application deadline was December 31, 2017.

Qualifications to become a Tree City include:

- Maintaining a Tree Board of Department
- Having a Tree Care ordinance
- Community Forestry Program with annual budget of at least \$2 per capita
- Arbor Day observance and proclamation

The Board agreed that Mr. Esposito would work with City Manager Joni Clarke regarding future needs for this program.

4. Receive update regarding the East Winningkoff Trailhead project.

Development Services Director Joe Hilbourn updated the board regarding the Trailhead project noting that the foundation for the restroom facilities and water meters would be in place the week of April 24, 2017. Fencing and gravel would be installed the week of May 1. Mr. Hilbourn noted that the next item to be addressed would be the connection to the Trinity Trail north of Wellborn to the Trailhead, as well as marking the trail.

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

5. Discuss the Trails Master Plan and possible trail connections.

The Board discussed the need for trail markers along Winningkoff Road and the various types of trail markers available.

The Board asked that this item be placed on the May 23 agenda to allow review of various trail markers and determine what markers would be needed for Winningkoff Road.

6. Discuss future plans for the Lucas Community Park.

Chairman Rhoads stated that with the increase in participation at City events and the need for additional parking, consideration should be given to the acquisition of additional land next to the community park. Chairman Rhoads stated that a recommendation from the Board would be needed in order to bring this item forward to the City Council regarding the consideration of proceeding in this direction.


City Manager Joni Clarke stated that she would place an agenda item on the upcoming City Council meeting for discussion.

MOTION: *A motion was made by Vice Chairman Vanborn, seconded by Mr. Esposito to recommend to the City Council that the necessary steps be taken to acquire land for expansion next to the Lucas Community Park. The motion passed unanimously by a 4 to 0 vote.*

7. Adjournment.

MOTION: *A motion was made by Mr. Vanborn, seconded by Chairman Rhoads to adjourn the meeting at 8:21 pm. The motion passed unanimously by a 4 to 0 vote.*

APPROVE:



David Rhoads, Chairman

ATTEST:



Stacy Henderson, City Secretary

