

**Meeting Minutes  
Keep Lexington Beautiful Commission  
December 14, 2017 at 9:00 AM**

**Thoroughbred Center (3380 Paris Pike, Lexington, Kentucky)**

Attendees: Amy Sohner, David Elsen, Greg Butler, Peggy Henson, Jim Pendergest, Coe-Ee Shelby, Mark Brand

Staff: Louise Caldwell-Edmonds

Guest: None

**1. The meeting began at 9:10 AM with the introduction of members.**

**2. New Business**

**a. Review of 12/13/17 Financial Report**

Mr. Butler presented the financial report.

Ms. Sohner asked if there are remaining CLPP grant responsibilities. Ms. Caldwell-Edmonds stated that we are required to do education events at the parks, and that banners were ordered. Stickers were ordered (“Don’t Flick It”) for placement on urns in lieu of larger banners. Ms. Sohner clarified that since the grant spending requirements are met, Keep Lexington Beautiful can absorb the remaining funds into the general fund, but recommended purchasing additional banners to be placed at the parks. Ms. Caldwell-Edmonds stated that Keep America Beautiful does not want to associate smoking with children’s activities, but that general litter prevention messaging is okay.

Mr. Pendergest asked what a banner typically costs. Ms. Caldwell-Edmonds responded that a 3-ft by 10-ft banner costs \$150. Mr. Pendergest recommended that we purchase additional banners for the ball fields. Ms. Sohner recommends that the additional balance go to the Communications and/or Programs committees for ideas. Mr. Pendergest stated we will transition approximately \$1,710 from current grant to the general fund. Ms. Sohner suggests we do not unencumber funds until grant is closed out since there may be opportunities for Facebook marketing, etc.

Ms. Caldwell-Edmonds stated that there have been no CLPP grant activities since the previous meeting.

Mr. Elsen asked what does it take to make the parks smoke free. Officer Brand responded that he thinks a smoke free environment is more effective than urns. Councilmember Henson stated that legislative action is not required to establish a smoke free zone, and that it can be done via internal policy.

Councilmember Henson followed up that by stating the issue with hospitals and campuses is that everyone goes to the street. Ms. Sohner agreed that the issue with smoke free is enforcement, and states “Where do they end up smoking? We need to have urns there.”

Mr. Pendergest asked about the purchasing line item balance. Ms. Shelby stated that it’s the Programs Committee responsibility, and that they have not made any purchases.

Mr. Pendergest indicated that there are mulch funds not used. Ms. Sohner stated that the Programs Committee can coordinate with city to set a mulching date on the Legacy Trail, and suggested that it could be a KLB event.

Jim Pendergest motioned to accept the financial report. Councilmember Peggy Henson seconded the motion. The motion passed unanimously.

**b. 2018 CLPP Grant Ideas – Due February 21st**

Ms. Sohner explained that the CLPP grant funds urns and education. Ms. Caldwell-Edmonds added that at least 50% of grant must fund urns.

Councilmember Henson stated that bus stops need urns, and asked if KLB can we do a transportation focused grant.

Ms. Caldwell-Edmonds will send out where we put urns already. Ms. Sohner asked if we can we buy trash cans, and Ms. Caldwell-Edmonds responded that only urns may be purchased with grant funds. Trash cans may be purchased with the Lowe’s grant.

Ms. Sohner asked if we wrap busses with advertisements, and how much does that cost. The Commissioners generally agreed that it could be a good idea if we can afford it. Ms. Caldwell-Edmonds suggested we wrap an electric bus.

Councilmember Henson suggested doing billboards too. Mr. Elsen replied that we would need several billboards. Councilmember Henson and Officer Brand mentioned several billboard locations they found successful.

Mr. Elsen asked if this idea would go to the Communications Committee, and suggested that billboards and wraps need to be professionally done with the same messaging. Mr. Elsen added that this would be direct mission work.

Ms. Sohner asked if the city could assist with graphic design, and who wrote the grants. Ms. Caldwell-Edmonds responded that former Commissioner Patricia Knight completed some grants and that the 2017 grant was done by Ms. Plueger.

Ms. Sohner suggested a meeting with Lex Tran. Councilmember Henson will set a meeting with Carrie Butler at LexTran.

Ms. Caldwell-Edmonds stated that grants range from \$5,000 to \$20,000 and that partnerships and collaborative applications are better received. Councilmember Henson suggested using middle school students as litter patrol with t-shirts.

Mr. Elsen asked if we have enough money from match partners to do a real marketing campaign. Mr. Butler replied that Republic Services has requested funds in 2018 budget for KLB support.

**c. Other Items from Members**

Mr. Pendergest stated that KLB needs to request time on the Environmental Quality & Public Works Committee for January or February to present the annual report.

Mr. Elsen asked how long we get to present. Ms. Sohner replied that we typically have 15 to 20 minutes. Councilmember Henson will request meeting.

**3. Old Business**

**a. Review and approval of prior minutes (Greg)**

Coo-Ee Shelby motioned to accept the minutes without amendment. David Elsen seconded the motion. The motion passed unanimously.

**b. 2017 CLPP Grant Implementation Update (Louise)**

This item was previously discussed.

**c. KLB Commission Member Agreement Final (Amy)**

Ms. Plueger presented draft to Legal for review. Legal had no comments and said their approval was not necessary.

Coo-Ee Shelby motioned to approve the Agreement. Councilmember Peggy Henson seconded the motion. The motion passed unanimously.

**d. New Committees Status Updates**

**Nominating Committee**

Ms. Sohner spoke with both candidates. One rescinded their application due to an upcoming move. The gentlemen from beverage industry remains interested and submitted application to Mayor's Office. Council approval should occur in January and he can join the Commission in February.

Ms. Sohner asked Councilmembers James Brown and Kathy Plomin about serving on KLB. Councilmember Brown is not interested at this time. Councilmember Plomin is interested but asked to talk to Councilmember Henson.

Ms. Sohner stated that Councilmember Henson cannot drop off and rejoin as member while also serving on Council, and suggested she remain on KLB through her Council term.

Mr. Pendergest reported that Patricia Knight would contact someone with Millridge Farm and also involved in Horse Country who is interested. Mr. Pendergest will follow up prior to next meeting.

### **Programs Committee**

Ms. Shelby requested ideas on what to spend funds on, and asked if t-shirts are appropriate. Ms. Sohner replied that attire is appropriate for Commissioners and volunteers, but they are not cost effective as community event giveaways.

Ms. Caldwell-Edmonds added that the City ordered KLB shirts for Commissioners previously, and stated she can order apparel for new members, including Coe, Mark, Greg, and the incoming Commissioner. Ms. Caldwell-Edmonds stated that Lands End has our logo and colors. Ms. Shelby agreed to compile a list of who needs what, and present budget option for the next meeting.

### **Fundraising Committee**

Mr. Elsen asked to throw ideas on the table for use in the Committee plan. Mr. Elsen stated that he was very impressed with anti-panhandling program presentation at the last meeting, and asked if we want to support the program? Mr. Elsen stated that the program is not cheap, and asked Ms. Plueger and Councilmember Henson if the program will continue to receive LFUCG support? Councilmember Henson replied that she does not know current state. Ms. Caldwell-Edmonds stated that Ms. Plueger continues to have meetings, and that they are supporting program through existing grants, like Adopt-a-Spot, to purchase bags, litter pickers, vests, etc. Grants are year to year, we cannot guarantee what grants we will receive in 2018.

Officer Brand agreed that there has been an improvement. Mr. Elsen stated that program is awesome, and asked broadly if KLB wants to put effort and energy, through grant applications and sponsorships. Mr. Elsen stated that KLB does not currently have funding base to support the program. Councilmember Henson responded that she is not sure what support is available through the City, or elsewhere.

Ms. Sohner stated that Environmental Services is paying for contracted labor, and asked if it's possible to remove litter from contracted services and bid separately? Mr. Elsen recommended creating an ad hoc committee of Ms. Plueger, Mr. Elsen, Councilmember Henson, and Ms. Sohner to discuss options.

Officer Brand and Councilmember Henson contended that the program needs to continue. Ms. Shelby stated that supporting program is a good idea, if done in the right place.

Ms. Sohner expressed support for the program but does not see role for KLB. Ms. Sohner suggested that New Life Day Center should raise funds, and that the City should pay with their funds through a contract.

Ms. Sohner asked Mr. Elsen to present the completed plan at next meeting.

#### **4. Next Meeting**

The next meeting is scheduled for 9:00 AM on January 18, 2018 at 200 E. Main Street in the 5<sup>th</sup> floor conference room.

#### **5. Adjourn**

The meeting adjourned at 10:08 AM