



KEEP KENNEDALE BEAUTIFUL COMMISSION
AGENDA
REGULAR MEETING
July 8, 2014
CITY HALL CONFERENCE ROOM, 405 MUNICIPAL DRIVE
REGULAR SESSION - 6:00 PM

I. CALL TO ORDER

II. ROLL CALL

III. MINUTES APPROVAL

- A. Consider action to approve minutes for the May 13, 2014 meeting

IV. VISITOR/CITIZENS FORUM

At this time, any person with business before the Keep Kennedale Beautiful Commission may speak to the Commission. All comments must be directed towards the Chair, rather than individual commissioners or staff. All speakers must limit their comments to subject matter relating to the commission. No formal action can be taken on these items.

V. REGULAR ITEMS

- A. Review and consider action to approve the Adopt-A-Spot sign design and marketing program
- B. Discuss and approve action for implementation of the Yard of the Month program
- C. Review and discuss the on-line litter survey
- D. Discuss and approve action for the July 22 "Our Litter Gardner" program with the Library
- E. Discuss and take action to implement a recycling pilot program
- F. Discuss and consider action for implementation of the 2014 KKB Strategic Plan

VI. REPORTS/ANNOUNCEMENTS

VII. ADJOURNMENT

In compliance with the Americans with Disabilities Act, the City of Kennedale will provide for reasonable accommodations for persons attending City Council meetings. This building is wheelchair accessible, and

parking spaces for disabled citizens are available. Requests for sign interpreter services must be made forty-eight (48) hours prior to the meetings. Please contact Amethyst Cirno, City Secretary, at 817.985.2104 or (TDD) 1.800.735.2989

CERTIFICATION

I certify that a copy of the July 8, 2014, Keep Kennedale Beautiful Commission agenda was posted on the City Hall bulletin board next to the main entrance of the City Hall building, 405 Municipal Drive, of the City of Kennedale, Texas, in a place convenient and readily accessible to the general public at all times and said agenda was posted at least 72 hours preceding the schedule time of said meeting, in accordance with Chapter 551 of the Texas Government Code.

A handwritten signature in cursive script, reading "Kelly Cooper".

Kelly Cooper, KKB Staff Liaison

Date: July 8, 2014

Agenda Item No: MINUTES APPROVAL - A.

I. Subject:

Consider action to approve minutes for the May 13, 2014 meeting

II. Originated by:

Kelly Cooper, Director of Human Resources

III. Summary:

The minutes for the May meeting are attached and ready for your approval.

IV. Recommendation:

Approve

V. Attachments:

1.	KKB May 2014 Minutes	May 2014 Minutes.docx
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Keep Kennedale Beautiful
Regular Meeting
May 13, 2014 Meeting Minutes

- I. Call to 6:01 p.m.
- II. II. Members Present:
 - 1. Michael Chandler
 - 2. Vickie Chandler
 - 3. Fred Winters
 - 4. Pam Breault
 - 5. Wilda Turner
 - 6. Laurie Sanders
 - 7. HR Director, Kelly Cooper
- III. Minutes Approval –
 - A. Consider Action to approve minutes for the April 1, 2014 special work session – Motion by Vickie Chandler, second by Wilda Turner; motion passed unanimously
 - B. Consider action to approve the March 2014 regular meeting minutes – Motion by Vickie Chandler, second by Laurie Sanders; motion passed unanimously
 - C. Consider action to approve minutes for the May 5, 2014 meeting – Motion by Fred Winters, second by Wilda Turner; motion passed unanimously
- IV. Visitor/Citizens Forum – none
- V. Regular Items
 - A. Discuss and approve action necessary for the bird/butterfly demonstration garden
 - I. Wilda provided an update of the work being done, the soil condition and what work was needed before we select a planting day.
 - II. The Board determined that 25 bags of compost were needed and to change to tan hardwood shredded mulch rather than the pine straw as the pine straw is not breaking down into the soil. Kelly will order these materials from Stegall's on Wednesday and Wilda will pick up for work in the garden later this week.
 - III. The board also determined to purchase the following flowers/plants for the butterfly garden: Bronze Fennel -6; Mexican Petunias – 6; Salvia Greggii – 2; Golden Blue Mist Spirea – 4; Thread Leaf Coreopsis – 10; Abelia – 3; and Flame Acanthi – 2. I'll order these for future pick-up
 - IV. Pam suggested we use the flagstone at the bottom of the garden where it is too wet to plant anything. The board agreed.
 - V. Laurie will post on Facebook the work that needs to be done in the garden to encourage volunteers to assist us.

- B. Discuss and consider action to plant flowers at the city entrance on Little School Road
 - I. The board discussed and determined to hold off on making a decision to assist with this project. The board feels they have enough to do with the current garden and would like to reevaluate this fall or at a later date when the butterfly demonstration doesn't need as much attention. A motion was made by Laurie Sanders to hold off on this project until a later date, seconded by Pam Breault; motion passed unanimously.
- C. Discuss and approve action to amend the KKB Ordinance
 - I. Kelly Cooper provided a brief staff report regarding the attached ordinance for the boards review.
 - II. Michael Chandler has already discussed with Mayor Johnson who gave support and suggested that KKB bring this item forward at the next City Council meeting.
 - III. The board recommended changing the number of members that could potentially come from KISD to three as that is the current number of opening available which we are unable to fill.
 - IV. Pam Breault made a motion to move the Ordinance forward for Council approval with the adjustment listed above, second by Fred Winters; the motion passed unanimously.
- D. Discuss and consider attending the 47th Annual Keep Texas Beautiful Conference
 - I. The board discussed and is not able to participate this year due to other commitments.
- E. Discuss and consider action to select a new board secretary
 - I. Rachel Rogers resigned which leaves a vacant board position. The board discussed who was available to take on this until the end of the year. Wilda Turner made a motion to nominate Vickie Chandler as board secretary, second by Laurie Sanders; motion passed unanimously.
- F. Discuss and approve action with regard to the strategic plan
 - I. Board Chair Michael felt this was too soon to discuss, since we had just received it last week. He would like to review it this month and bring this item back on the June agenda for further discussion. The item was tabled until June.
- VI. Reports/Announcements
 - A. June 7, 2014 is the Citywide Clean-up
 - I. Laurie will put this out on the Facebook page once she has the address
 - B. Bark in the Park – May 17, 2014 from 10:00 a.m. to 2:00 p.m.
- VII. Adjournment – 7:04 p.m.

Date: July 8, 2014

Agenda Item No: REGULAR ITEMS - A.

I. Subject:

Review and consider action to approve the Adopt-A-Spot sign design and marketing program

II. Originated by:

Kelly Cooper, Director of Human Resources

III. Summary:

This item give the board an opportunity to discuss the adopt-a-spot sign design and associated cost. Staff has been working with Centerline Traffic Supplies (a public works department supplier) for the signs. A 24 x18 inch aluminum sign, 3" letter height will be \$35.00 - \$40.00. A socket and wedge, 6' pole that is 2 3/8" in diameter is \$12.00 each, for a total approximate cost of \$52.00. There will be an additional cost if we go with the design that includes the smaller sign underneath. This smaller sign is where the name of the group will go that is adopting the spot. Once the spot is no longer adopted or is adopted by someone else, the smaller sign is replaced. This should make improve cost effectiveness in the long run, because we won't have to keep purchasing the larger signs. I should have a formal quote from the company for our meeting.

The board should also discuss how to promote this program. A marketing plan with board assignments for presenting to various groups might help this gain traction. The board may want to consider approaching HOA's, businesses and civic organizations, churches, kids groups. Let's make a plan to get started.

IV. Recommendation:

Approve

V. Attachments:

1.	Centerline Traffic Supply Quote	Sign Quote.98976.pdf
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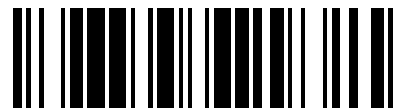
Estimate

06/25/2014

Centerline Supply, LTD

Centerline Supply, Ltd.
530 JESSE STREET
GRAND PRAIRIE, TX 75051-1141
Phone: (972) 647-8300
Fax: (972) 641-1221
Email: sales@centerlinesupply.com

98976



Bill To:

KENNEDALE, CITY OF
ATTN: KELLY COOPER
405 MUNICIPAL DRIVE
KENNEDALE, TX 76060

Ship To:

KENNEDALE, CITY OF
CPU @ GP
KENNEDALE, TX 76060

Contact: KENNEDALE, CITY OF
PO Number: KELLY COOPER

Customer: KENNEDALE, CITY OF

Seller	Payment Terms	FOB Point	Carrier	Ship Service	Requested Ship Date
clopez	Net 30	Origin	CPU		07/09/2014

Item #	Type	Number / Description	Unit Price	Qty Ordered	Total Price
1	Sale	90900-QUOTE - 90A QUOTE 18X24 AE .080 KEEP KENNEDALE BEAUTIFUL	\$ 35.00	10 ea	\$ 350.00
2	Sale	90900-QUOTE - 90A QUOTE 18X9 AE .080 KENNEDALE ROTARY CLUB	\$ 15.00	10 ea	\$ 150.00
3	Kit	30980-SW1 - 30U SOCKET AND WEDGE KIT	\$ 20.00	10 ea	\$ 200.00
4	Sale	30981-510 - 35U METAL GROUND SOCKET TY-A DRIVEABLE	\$ 0.00	10 ea	\$ 0.00
5	Sale	30981-511 - 35U METAL WEDGE-TY A DRIVEABLE	\$ 0.00	10 ea	\$ 0.00
6	Sale	30911-010 - 35T TUBE POST-10' GALVANIZED (.055) 2 3/8" OD	\$ 19.00	10 ea	\$ 190.00
7	Sale	30604-000 - 30L SIGN CLAMP-2 3/8" ALUM SET (PR)	\$ 3.95	20 PR	\$ 79.00

Signature: _____ Date: _____

Print Name: _____

Claims against this invoice for price or quantity must be filed in writing within 30 days of invoice date.

1-1/2% interest charged per month on past due balance. Collection charges apply

Subtotal:	\$ 969.00
Sales Tax:	\$ 0.00
Total:	\$ 969.00

Date: July 8, 2014

Agenda Item No: REGULAR ITEMS - B.

I. Subject:

Discuss and approve action for implementation of the Yard of the Month program

II. Originated by:

III. Summary:

KKB received an email May 19th regarding a request for KKB participation in the Oakhill Park yard of the month program. This is a new program under consideration by the HOA. The email requested KKB to provide the signs for the HOA's program.

The Yard of the Month program would be a nice way to KKB involved and marketed in the community.

Attached is a quote for the creation of the yard of the month sign. As you may recall, KKB was approached by Oakhill Home Owners Association regarding the implementation of the Yard of the Month program and their request that KKB provide signs. Last time we met, the board determined it would be a good idea to assist and also promote the same idea to other HOA's that might be interested.

Staff has attached two sign quotes for your review. Staff recommends providing two one sided signs with a metal frame. The approximate cost is \$97.00 - \$120.00 per sign.

IV. Recommendation:

V. Attachments:

1.	The Sign Chef Quote	TheSignChef Quote 38518.pdf
2.	Fast Sign Quote	Fast Signs Estimate.pdf

SHOP FOR SIGNS

RESOURCES & TIPS

DESIGN OPTIONS

SIGN EXAMPLES



TheSignChef.com
PO Box 42346
Charleston, SC 29423
Telephone:
843.552.5252 (Main Line)
843.552.9000 (FAX)

The Quote Prepared for
Kelly Coooper

Quote: #38518

Submitted: June 19th, 2014 2:15pm (EST)

Quote Summary



Material: Aluminum
Height: 18"
Width: 24"
Sides: 2-Sided
Thickness: .040 inch
Colors: Full-Color
Mounting Accessories: None
Durability Selected: Premium Grade (Rated to last 6-8 years outdoors. Includes the Premium Grade 3M UV Protective Laminate)
Cutting Options: Square Corners
Mounting Kits: None
Holes: None
Description: Quoted by John Ragsdale

TWO SIDED OPTION

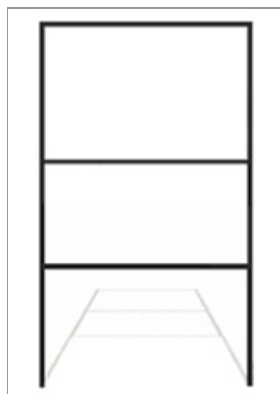
1 - 18" x 24" Premium grade .040 Aluminum, double-sided

Price: \$111.00 each **Quantity:** 1 **Item total:** \$111.00



We have absolutely NO complaints! In fact, we liked our first sign so much that we ordered a second one!

Attached is a photo of our new sign on our door! Thanks!



Description: 18 x 24 Real Estate Frames (No Rider)

Price: \$39.00 each **Quantity:** 1 **Item total:** \$39.00



Bri
Robke
Kreke &
Associates Tax
Accounting Firm





Material: Aluminum
Height: 18"
Width: 24"
Sides: 1-Sided
Thickness: .040 inch
Colors: Full-Color
Mounting Accessories: None
Durability Selected: Premium Grade (Rated to last 6-8 years outdoors. Includes the Premium Grade 3M UV Protective Laminate)
Cutting Options: Square Corners
Mounting Kits: None
Holes: None
Description: Quoted by John Ragsdale

ONE SIDED OPTION

1 - 18" x 24" Premium grade .040 Aluminum, single-sided

Price: \$80.00 each Quantity: 1 Item total: \$80.00

You are right on target!! Especially following up with customers. My order is due to arrive today, I'd be glad to snap a picture for you.

Our "Wave Goodbye to MS, Paddle for the Cure" is the first ever charity benefit of its kind, so having good exposure is very important.

The way Sign Chef handles business leaves me with little doubt the signs will have a positive reaction.

Thank you so much.

Steve
Bettis
"Wave
Goodbye
to MS,
Paddle
for the
Cure"

FASTSIGNS TECL # 18501

4901 South Hulen Street
Fort Worth, TX 76132
ph: 817-361-7997
fax: 817-361-7822
Email: 374@fastsigns.com

Estimate

374 - 16598

Estimate Date: 6/25/2014 3:00:18PM

Printed: 6/25/2014 3:11:25PM

Customer: Kelly Cooper

Contact: Kelly Cooper

Description: Aluminum Yard Sign

Sales Person: Alicia De La Rosa

Clerk: Alicia De La Rosa

Customer: 11006

ph: (817) 985-2106

email: kcooper@cityofkenedale.com

Dear Kelly:

Thank you for considering FASTSIGNS of Fort Worth for your sign needs. The quotation we discussed is attached below. We do require 50% deposit to begin the order process. Once recieved, a digital proof is generated within 24 hours for your approval before order is fabricated.

If you have any questions, please call me at 817-361-7997 or by email at 374@fastsigns.com

Sincerely,

Alicia De La Rosa

	Product	Qty	Sides	H x W	Unit Cost	Install	Totals
1	Aluminum .040	1	1	18 x 24	\$63.41	\$0.00	\$63.41
	Description: Aluminum .040.						
	Color: full on White						
2	18"X24" Angle Iron Wrap Around Frame	1	1	0 x 0	\$26.60	\$0.00	\$26.60
	Description: 18"x24" Angle Iron Frame						
	Color: BLACK						

Notes:

Line Item Total:	\$90.01
Subtotal:	\$90.01
Taxes:	\$7.44
Total:	\$97.45

Deposit Required: \$48.73

Bill To: Kelly Cooper
Kelly Cooper
Fort Worth, TX

Payment due upon completion of order.

Received/Accepted By:

/ /

Date: July 8, 2014

Agenda Item No: REGULAR ITEMS - C.

I. Subject:

Review and discuss the on-line litter survey

II. Originated by:

Kelly Cooper, Director of Human Resources

III. Summary:

The on-line litter survey was completed in March 2014. The results are attached for your review. We had approximately 51 residents participate in the survey from a variety of age ranges. This survey could be used to determine additional activities KKB may be interested in taking to reduce litter.

IV. Recommendation:

None

V. Attachments:

1.	On-Line Litter Survey	2014 Online Litter Survey Results.xlsx
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On-Line Litter Survey Results

Question	Yes	No	No Response
1 In the past month, do you recall dropping a paper wrapper or similar item on a street, sidewalk, or parking lot?	0	51	
2 In the past month, do you recall dropping a paper sack, cup, or similar item on a street, sidewalk, or parking lot?	25	26	
3 Do you think that the community has a litter problem?	25	26	
4 In your opinion, do you think that the streets have more visible litter than one year ago?	7	44	
5 In your opinion, do you think that the downtown area has more litter than one year ago?	7	44	
6 Do you feel you are helping to reduce litter in the community?	42	9	
7 Do you feel that you help influence others in reducing litter in the community?	38	13	
8 Are you aware this is an anti-litter campaign?	36	15	
9 Are you familiar with the "Don't Mess with Texas" campaign?	51	0	
10 Have you heard of <i>Keep Texas Beautiful</i> ?	45	5	1
11 Have you heard of <i>Keep America Beautiful</i> ?	41	10	

12 In your opinion, which of the following would be a source of litter?

Motorists	36
Construction Sites	27
Household Trash	32
Loading Docks	8
Pedestrians	21
Uncovered Trucks	34
Commercial Dumpsters	24
Boaters	4

Age Groups:

Under 11	1
12 - 16	2
16 - 24	3
25 - 36	7
37 - 45	5
45 - 60	27
60 - 75	6
75 +	0

Comments:

Kennedale Parkway area of concern/improvement	3
Household trash shouldn't be put out before trash pick up day	2
Unkept yards with junk and trash stored beside homes in sight of streets	3
Citations not given to uncovered trucks and other code violations	2
Need to organize a clean-up event in certain areas of the city	1
Get high school kids involved in keeping their city clean/work groups	1
Seems to be more litter after the races	1
Too many city projects that waste money	1

Date: July 8, 2014

Agenda Item No: REGULAR ITEMS - D.

I. Subject:

Discuss and approve action for the July 22 "Our Litter Gardner" program with the Library

II. Originated by:

Kelly Cooper, Director of Human Resources

III. Summary:

Staff has been working with the Library and the Second Hand Rose Garden Club to develop an educational program for children of all ages as well as build a partnership with the garden club to assist KKB with the bird/demonstration garden in TownCenter Park. The July 22 program is a way to encourage that education and participation.

The program will start with a speaker taking a few minutes to discuss creating a butterfly garden and will include activities for the youth such as making butterfly food, a craft, and taking a stroll out to the garden in TownCenter park.

KKB will then get to discuss the care of the garden and solicit assistance from the garden club. The youth will be given an opportunity to enter a butterfly house contest. They will create a butterfly house with the winners being able to display the house in the demonstration garden.

The program needs for July 22 will include butterfly food supplies, a small appreciation gift for our speaker, as well as light refreshments (such as cookies and Kool-Aid). Depending on the craft, we may also want to assist with purchasing craft materials. I wouldn't think the budget expenditures for this event to exceed \$100.00, and may be much less depending on the number of registrations.

IV. Recommendation:

Approve

V. Attachments:

1.	Our Little Gardner Flyer	Butterfly Community Event!.pdf
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Our Little Gardner

July 22, 2014 - 6:00 p.m.

Community Center



Calling all gardeners...

Bring your children and/or grandchildren for a fun evening of blooming proportions!

Talk how to create a butterfly garden, including types of plants that attract.

Kids enjoy making butterfly food for the garden, crafts, garden adventures and refreshments

Butterfly House Contest —receive prizes and see your house displayed in the TownCenter Demonstration Garden!

Space is limited, reserve your place
by registering at the Kennedale
Public Library

Lots of Fun! You won't want to miss it!

Seize The Daisies!



Date: July 8, 2014

Agenda Item No: REGULAR ITEMS - E.

I. Subject:

Discuss and take action to implement a recycling pilot program

II. Originated by:

Kelly Cooper, Director of Human Resources

III. Summary:

The city has discussed curbside recycling for several years. Surveys indicate that residents are interested by the cost has been seen as prohibitive. In lieu of curbside recycling, the city has provided drop-off recycling locations at city hall and the landfill. In recent months, the collector has expressed concerns that the service is being abused. Non recycled materials are being left which means the entire load has to go to the landfill and items that can not be collected are being left as well (such as tires, furniture, and T.V's).

Progressive Waste Solutions is offering a curbside recycling pilot program for one neighborhood to determine if residents would support paying for such a service. The proposed pilot program would be provided to one neighborhood for approximately three months, at not cost to the residents during the pilot. The city would cover the cost of the service during the pilot program. The proposed cost for residential curbside recycling is estimated for a 65 gallon cart, weekly pickup is \$3.60 per month or every other week pickup is estimated at \$2.75 per month.

There are four possible neighborhoods with HOA's that could easily be considered for the pilot program: Steeplechase (184 homes), Brookstone (135 homes), Shady Creek (114 homes), and Oak Hill Park (154 homes).

KKB recommended that the city pursue curbside recycling in the past and if interested could request, at the July meeting, city council to authorize KKB and staff to work with the HOA's to select a pilot neighborhood. KKB will need to meet with the HOA's to determine interest and then coordinate surveys to the neighborhood before and after the pilot program in order to measure support for curbside recycling. Final results will be presented to the council in order to make a final decision on the service.

IV. Recommendation:

Approve

V. Attachments:

Date: July 8, 2014

Agenda Item No: REGULAR ITEMS - F.

I. Subject:

Discuss and consider action for implementation of the 2014 KKB Strategic Plan

II. Originated by:

Kelly Cooper, Director of Human Resources

III. Summary:

This item is a continuation from last month. The board requested additional time to review the strategic plan as presented by the capstone student class. Copies of the strategic plan will be available for review at the meeting.

Any action items discussed by the board should include discussion of potential funding needs, board members to lead each item and may require board approval for various projects discussed.

IV. Recommendation:

Approve

V. Attachments: