



KEEP KENNEDALE BEAUTIFUL COMMISSION
AGENDA
REGULAR MEETING
September 9, 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 August 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. Discuss and consider action necessary for the October 18th "Bring It" event
- B. Discuss and consider action necessary for a community Arbor Day event
- C. Discuss and consider approval of Adopt-a-Spot request
- D. Review and discuss current budget and project planning for next year

VI. REPORTS/ANNOUNCEMENTS

- A. Pilot Recycling Program

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 September 9, 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: September 9, 2014

Agenda Item No: MINUTES APPROVAL - A.

I. Subject:

Consider action to approve minutes for the August 2014 meeting

II. Originated by:

Kelly Cooper, Director of Human Resources

III. Summary:

The minutes have been prepared by Board Secretary, Vickie Chandler and are ready for your approval.

IV. Recommendation:

Approve

V. Attachments:

1.	August 2014 Minutes	August 2014 Minutes.pdf
----	---------------------	-------------------------

Keep Kennedale Beautiful

Regular Meeting

August 12, 2014

- I. Call to order 6:00 p.m.
- II. Members Present:
 1. Michael Chandler
 2. Vickie Chandler
 3. Laurie Sanders
 4. Wilda Turner
 5. Fred Winters
 6. HR Director, Kelly Cooper
- III. Minutes Approval-

Consider action to approve July 8, 2014 meeting minutes
Motion by Wilda Turner, second by Laurie Sanders –Approved
- IV. Visitor/Citizens Forum – None
- V. Regular Items
 - A. Bring it Event- Oct. 18, 2014 Discussed set up and traffic pattern. DFW Reclaimers will be coming instead of E-waste. Laurie Sanders motions to move forward and Fred Winters seconds – Approved.
 - B. Arbor Day Event – Forestry Service wants to be involved, Laurie will contact Mrs. Rod with TXU about donating trees again. Table further discussion till September meeting.
 - C. Grant Possibilities – Pam Breault did the research but not present at the meeting table discussion till September meeting.

D. Adopt-A-Spot – Two applicants so far The Middleton Family, and the High School's Youth Advisory Council. Kelly has got the signs ordered and will be placed on Sublett Rd. The High School wants the roundabout at Sublett and Wildcat Way and the Middleton Family will sponsor the median on Sublett Rd by Rodgers Farm Park. Wilda Turner motions to approve and Fred Winters seconds – Approved.

VI. Reports/Announcements

A. Kelly shared the Gold Star certificate the Board received from KTB.

B. Kelly asked if we could move our regular meetings to the Library so Lindy Middleton could be in attendance and still oversee her Library duties. Board agreed.

C. Discussed adding one more day of watering to the Butterfly Garden during the extreme heat.

D. Texas Forestry Service person will be coming out Oct. 7.8.9 to go around town with a group of people to identify our trees.

E. Short meeting tonight to go meet with Steeplechase HOA to present the Recycling Pilot Program.

F. Kelly said the Oakhill Park addition were very pleased with the Yard of the Month sign we purchased.

VII. Meeting adjourned – 6:42 p.m.

Date: September 9, 2014

Agenda Item No: REGULAR ITEMS - A.

I. Subject:

Discuss and consider action necessary for the October 18th "Bring It" event

II. Originated by:

Kelly Cooper, Director of Human Resources

III. Summary:

As an update to the event, the banners have been ordered and will be put out in the next few weeks preferably by September 15th. I've asked Stephen Brim to update the poster/flyer and will have it ready by the 15th as well. The electronic recycling company (DFW Reclaimers) and the paper shredding company (Action Shred) have both confirmed their participation at the event. Donuts, coffee and water will be provided for the volunteers. We'll need someone to take a cooler by the fire station and fill with ice the morning of the event.

In addition to placing posters around town, an announcement should be made at both the September (Sept 11) and the October (October 9) City Council meetings. Is there any additional items that should be discussed?

IV. Recommendation:

Approve

V. Attachments:

Date: September 9, 2014

Agenda Item No: REGULAR ITEMS - B.

I. Subject:

Discuss and consider action necessary for a community Arbor Day event

II. Originated by:

Kelly Cooper, Director of Human Resources

III. Summary:

This item was tabled at our last meeting due to time constraints. The last few years we have hosted an Arbor Day event in either October or November to meet the requirements of Tree City USA. Last year we brought in the Blackland Prairie Raptor Center who presented an educational event on birds. We cooked hotdogs, handed out trees and enjoyed a beautiful day in the park.

This year we have discussed working with the library to include seed bombing with a hayride through town to throw the seeds out in Kennedale medians. This item provides us the opportunity to discuss what type of event we'd like to host, a date and time for the event, determine a budget, discuss marketing, volunteers, etc.

The Texas Tree Foundation has shown interest in assisting with the event by providing trees. Laurie Sanders may have an update regarding possible sponsorship with TXU.

As a side note, I received an email from the Blackland Prairie Raptor Center which indicated the fall calendar was filling up and we may not be able to schedule a program this year. Once we have a date set and if the committee would like to consider bringing them out again, I will try and schedule. It might be nice to include the library in this program as a way to encourage education and participation.

IV. Recommendation:

Approve

V. Attachments:

Date: September 9, 2014

Agenda Item No: REGULAR ITEMS - C.

I. Subject:

Discuss and consider approval of Adopt-a-Spot request

II. Originated by:

Kelly Cooper, Director of Human Resources

III. Summary:

KKB has received another request for an Adopt-A-Spot location. The location requested is Little School Road between Mansfield Cardinal and Sublett. Essentially the round-a-bout at Sublett to Mansfield Cardinal. The adoptee is a company on Tower Drive called Chase Elastomer A HEXPOL COMPANY. The manager in charge of this project would like to pick up trash weekly along this roadway on both sides and eventually perhaps put in some flower beds (location unknown).

IV. Recommendation:

Approve

V. Attachments:

Date: September 9, 2014

Agenda Item No: REGULAR ITEMS - D.

I. Subject:

Review and discuss current budget and project planning for next year

II. Originated by:

Kelly Cooper, Director of Human Resources

III. Summary:

Attached is the current year budget and expenditures as well as the work plan for the fiscal year that is ending September 30, 2014. Staff suggests that the board review the budget, determine projects and strategic direction for next year. With adoption of a new budget in October 2014.

Most expenditures have been on the Bring It event and the Bird/Butterfly demonstration garden. With these two programs running smoothly and with the Adopt-A-Spot program off to a good start, the board may want to consider a review of the strategic plan and turn the focus to other activities.

IV. Recommendation:

Approve

V. Attachments:

1.	2014 Budget	Budget 2014.pdf
2.	2014 Work plan	2014 Annual Work Plan.pdf

Keep Kennedale Beautiful

Expenditures 2013 -2014

Operating Income

Progressive Waste Solutions	\$2,000.00
City	\$8,625.00

Total **\$10,625.00**

Item	Budgeted Expenses	Expense Description	Cost Detail	KKB Expenditure	Comments
Annual KTB Affiliate Fee	\$ 100.00			100.00	
KTb Training	\$ 500.00				
Governor's Award Application Fee	\$ 25.00			15.00	
Telephone				0.00	
Newsletter/Letterhead/ Stationary	\$ -			0.00	
Postage	\$ -			6.15	Govenor's Award
Clerical Assistance				0.00	
Creative Services					
Promotional Materials & Give-aways	\$ -			138.33	T-Shirts
Printing	\$ -				
Misc (cookies)				3.99	Cookies for LaCresha going away
Travel/ Training	\$ 300.00				
Salary/payroll	\$ -				
Community Projects & Supplies:					
Safety Equipment (Traffic Vests)	\$ -				
Texas Independence Day Parade	\$ 50.00				
Bird/Butterfly Garden Supplies	\$ 700.00			738.00	Lee Eng.
				204.00	24 bags of compost
				425.00	plant material
				44.62	Food and Drinks

Item	Budgeted Expenses	Expense Description	Cost Detail	KKB Expenditure	Comments
Great American CleanUp	\$ 500.00			50.00	Pickers & Food
Arbor Day Celebration	\$ 500.00			215.68	Food and Supplies
Bring It Event (Crud Cruiser & Action Shred)	\$ 4,650.00			908.95	Banners;
		Raptor Center	\$225.00	\$0.00	Grant Paid
		Action Shred	\$450.00	\$450.00	
		Crude Cruiser	\$1,739.00	\$1,739.00	Pre-Bill
		Electronic Waste	\$0.00	\$0.00	
		Food	\$195.69		See Arbor Day
		Banners	\$150.00	\$150.00	
		Flyers for School	\$42.98	\$0.00	City Paid
		Propane	\$19.99	\$19.99	
Spring Clean & Crude Cruiser	\$ 2,800.00				
Adopt a Street/Spot/Park	\$ 500.00			\$745.00	Posts and Signs
Citywide Clean-up	\$ -				
Strategic Planning Process				\$88.05	Pizza, Ice, Soda
April 12 Don't Mess with Texas				\$22.00	Breakfast
April 26 Garden Work day				\$163.00	Garden plants;
July Educational Event with Library				\$126.47	compost,
Yard of the Month Sign				97.45	My Little Gardner Oak Hill Yard of the Month
Total	\$ 4,174.32			\$6,450.68	

* Credit with Stegall's for:

0

Annual Work Plan



Date

Event

2014

- January 14: Regular Monthly Board Meeting
- January 28: Training – KTB Affiliate Reporting, Annual Requirements and Recognition– 1 Board Member
- February 1: Bird Sanctuary Clean-up: 8 Youth and 4 Adults for three hours = 36 hours three large trash bags, cleared trails, creek bed and picked up trash and tree limbs.
- February 4: Training – Community Forestry Planning (*Presenter: Eric Kuehler, US Forest Service*) – 1 Board Member and 1 Staff Member
- February 25: Training – Event Tips and Ideas: Great American Cleanup and Don't Mess with Texas Trash-off – 1 Staff Member
- February 25: Regular Board Meeting
- March 11: Regular Board Meeting
- April 1: Special Work Session – Update Strategic Plan and set new goals
- April 12: Don't Mess with Texas Clean-up: Arthur Intermediate and Kennedale Parkway - 30 Youth and 15 Adults for 4.5 hrs. = 142.5 hours picked up 5 bags of trash, made a compost pile, two flower gardens, pruned trees, picked weeds, cut down two trees and painted.
- April 26: Drug Take Back: 23 pounds of drugs collected.
- May 5: Special Work Session – to receive the final Strategic Plan report from the UTA MPA Capstone students.
- May 13: Regular Board meeting
- May 19: Kennedale (KISD) Outdoor Education Club and KKB trash clean-up of Sonora Park, Annual OEC Fishing Tournament, and OEC Frisbee Golf Tournament - 25 Youth and 3 Adults for one hour – 28 hours
- May 5-16: Bird/Butterfly demonstration garden workdays. Three adults working each morning for 2 hours to amend the soil - 30 hours

Annual Work Plan

Date	Event
June 10:	Regular Board Meeting
June 13:	Butterfly Garden Work day – Four adults planted 30 plants and put down mulch (pine straw). Took 2 hours - Total eight hours
June 25:	Training - <i>Keep Rivers Flowing #2: Innovative Strategies to Protect and Restore Rivers</i> . One board member
July 8:	Regular Board Meeting
July 18-19:	Training – <i>Grant Writing USA Training</i> Class through North Texas Council of Government. 12 hour class. One Staff member, one board member
July 22:	Our Little Gardener Event. 6:00 p.m. to 8:00 p.m. Educational opportunity to discuss how to create a butterfly garden and tour our garden. Crafts, refreshments and fun! 4 Board members, 2 Staff member, 11 children and 4 adults participated in the event.
August 12:	Regular Board Meeting
Sept 9:	Regular Board Meeting
Oct 14:	Regular Board Meeting
Oct 18:	Bring It Event
Nov 11:	Regular Board Meeting
Dec 9:	Regular Board Meeting

Date: September 9, 2014

Agenda Item No: REPORTS/ANNOUNCEMENTS - A.

I. Subject:

Pilot Recycling Program

II. Originated by:

Kelly Cooper, Director of Human Resources

III. Summary:

Steeplechase HOA has approved participation in the pilot program. The carts will be dropped at each homeowners address beginning September 22, 2014 with the first recycling pick-up to occur Wednesday, October 1, 2014.

Staff has begun to receive pre-recycling surveys.

IV. Recommendation:

None

V. Attachments: