



KEEP KENNEDALE BEAUTIFUL COMMISSION AGENDA

**REGULAR MEETING | September 11, 2018
CITY HALL CONFERENCE ROOM, 405 MUNICIPAL DRIVE
REGULAR SESSION - 6:00 PM**

I. CALL TO ORDER

II. ROLL CALL

III. MINUTES APPROVAL

- A. Consider approval of minutes from August 14, 2018 regular 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 October Events.
- B. Discuss and consider creating a new project to replace diseased rose bushes at Town Center Plaza
- C. Discuss and consider Calendar of Events for 2019
- D. Discuss and consider KKB budget.
- E. Discuss and consider September 15th Bring It event

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 the City Secretary at 817.985.2104 or (TDD) 1.800.735.2989

CERTIFICATION

I certify that a copy of the September 11, 2018, 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.

Mary Goza, Board Secretary



STAFF REPORT TO THE COMMISSIONERS

Date: September 11, 2018

Agenda Item No: MINUTES APPROVAL - A.

I. Subject:

Consider approval of minutes from August 14, 2018 regular meeting.

II. Originated by:

Larry Hoover, Streets and Parks Supervisor

III. Summary:

IV. Recommendation:

Approve

V. Attachments:

1.	08.14.2018 KKB Mtg Mins	08.14.2018 KKB Mtg Mins.doc
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Keep Kennedale Beautiful Commission

Minutes REGULAR MEETING August 14, 2018

CITY HALL COUNCIL CHAMBERS, 405 MUNICIPAL DRIVE

I. CALL TO ORDER

Chairman Michael Chandler called the meeting to order at 6:03pm

II. ROLL CALL

Present: Darlene Winters, Wilda Turner, Vinita Thomas, Michael Chandler, Laurie Sanders **Absent:** Cesar Guerra, Dora Ann Markle

III. MINUTES APPROVAL

Consider approval of minutes from July 17, 2018 regular meeting. **Motion to:** Approve July 17, 2018 minutes **Action:** Approve. **Moved By:** Laurie Sanders **Seconded:** Vinita Thomas **Motion Passed Unanimously**

IV. VISITOR/CITIZENS FORUM

V. REGULAR ITEMS

- A. Bring It Event planning September 15, 2018.
 1. Larry has confirmed participation of Household Hazardous Waste Collection (including mobile Crud Cruiser) with City of Fort Worth, DFW Reclaimers, and ActionsHred. All will be at the 405 Municipal Drive location from 9am-11am.
 2. Larry stated that we will not be accepting old tires this year.
 3. Laurie has Mission Store lined up to participate at the event. Volunteers will meet residents at the curb in front of the church and unload items for them.
 4. Nothing is scheduled for landfill vouchers yet this year. Larry will follow up on this.
 5. Darlene and Vinita volunteered to work at the shredder again this year. Laurie and Wilda volunteered to check residence status at the main entrance. Michael will work at the Crud Cruiser.
 6. The event layout map from last year was reviewed. Everyone agreed to use the same layout this year.
 7. Larry asked what sorts of refreshments were normally purchased for the event. Board members indicated donuts and coffee (creamers & sweeteners) and water in an ice chest were needed for the workers.
 8. The cost typically charged to individuals for disposal of tube TV's and CRT monitors was discussed. This is charged by DFW Reclaimers.
 9. Laurie will contact the boy scouts to volunteer for the event.
 10. Larry will follow up to find the supplies that are stored somewhere at City Hall. Clip boards, banners, etc.
 11. Laurie has old flyers and can modify one to be used for this year since Leslie is still out on leave.

12. Michael stated that who is manning what area can be finalized the morning of the event. Volunteers and board members will arrive at 8:30 to set up and do last minute planning.
- B. Discuss and consider Calendar of Events for 2019
 1. Michael recommended skipping this item and placing it on the agenda for the next meeting. Larry suggested that the board members could review the materials provided and discuss at the next meeting.
- C. Discuss purchase of materials for the Arbor construction
 1. Larry stated that Kenneth would need to coordinate with Ron Taylor to purchase the Arbor materials.
 2. Kenneth and Michael agreed to meet at 8 am on August 25th to build the arbor. Kenneth will contact Ron on the 23rd to set up a time to meet and purchase the materials on the 24th.
- D. Review KKB budget
 1. Darlene stated that previously Kelly had indicated that money not spent out of the KKB account at the end of the year went back into the general fund. Mary stated that she will do some more research on the budget to ensure that the information was correct.
 2. Michael stated that the budget review item should be added to next month's agenda.

VI. REPORTS/ANNOUNCEMENTS

- A. Discussion about trees.
 1. Larry stated that the city has hired an Arborist who is reviewing the tree situation in Kennedale and will give recommendations at the end of the review. Darlene asked if Larry would share the report with the KKB board and he said that he would.
 2. Kenneth suggested that every time a tree is cut down the KKB could plant a new replacement tree. Larry stated that there is a city reforestation fund that does this but that the KKB could submit ideas for tree plantings if they would like.
 3. Laurie asked about the rose bush situation at Town Center Plaza. Wilda, who is a certified master gardener, stated that the roses have rose rosette. The only way to get rid of it is to remove all of the rose bushes and not replant roses for several years. The infection resides in the soil for several years. Larry stated that he would be open the idea of pulling out the roses but only if they were immediately replaced with something else. He stated that if the board members wanted to develop a plan for this he would be ok with that. Michael suggested that the board make the rose replacement an official KKB project and stated this should be added to the next month's agenda.
- B. Other Discussion items
 1. Wilda announced that the Tarrant County Master Gardeners had won first place this year.
 2. Laurie announced that she had set up a date with the Rotary club to give a KKB presentation. The date will be August 21st around 11:30am at the Rotary's monthly lunch event at Dickey's BBQ. She will create a slideshow showing past KKB events and describe what the KKB does. She will also advertise the September Bring It event. She encouraged other board members to attend to show support and answer questions.
 3. Laurie stated that recycling may be voted on in the near future.
 4. It was asked if the Trunk or Treat event was going to be done this year. Michael stated that will be added as agenda item for next month. It may be combined with Arbor Day. The board purchased 100 seedlings last year. Darlene stated that she felt the cost of the seedlings was too much. Laurie will call TXU again to see if they will donate seedlings for the Arbor Day event this year as they have in in the past. Last time she called them they indicated that they were not going to.
 5. Kenneth stated that Millie Davis was upset because her adopt a spot sign was

not up yet. Ron Taylor will follow up on this.

6. Laurie asked when new KKB board applicants will be reviewed by the City Council. Kenneth has been waiting for 64 days to be interviewed so that he can become an official board member. Larry was not sure when the council was going to address this issue.
7. Larry announced that the 911 Memorial Ride to Kennedale will be happen on September 8th.

VII. ADJOURNMENT

Motion to: Adjourn **Action:** Adjourn. **Moved By:** Wilda Turner

The meeting was adjourned at 7:07 pm

Approved:

Michael Chandler, Chairman

Attest:

Mary E. Goza

Mary Goza, KKB Secretary



STAFF REPORT TO THE COMMISSIONERS

Date: September 11, 2018

Agenda Item No: REGULAR ITEMS - A.

I. Subject:

Discuss and consider October Events.

II. Originated by:

Larry Hoover, Streets and Parks Supervisor

III. Summary:

Discuss October events that the committee wants to do this year. Trunk or Treat and Arbor Day. Do we want to combine these into one event? Buy seedlings again this year?

IV. Recommendation:

None

V. Attachments:

Date: September 11, 2018

Agenda Item No: REGULAR ITEMS - B.

I. Subject:

Discuss and consider creating a new project to replace diseased rose bushes at Town Center Plaza

II. Originated by:

Larry Hoover, Streets and Parks Supervisor

III. Summary:

Create a plan for a new project to replace the diseased rose bushes at Town Center Plaza with something else. Cannot put roses back in because rose rosette disease lives in the soil for several years and will just reinfect the new rose bushes if replanted.

IV. Recommendation:

Approve

V. Attachments:



STAFF REPORT TO THE COMMISSIONERS

Date: September 11, 2018

Agenda Item No: REGULAR ITEMS - C.

I. Subject:

Discuss and consider Calendar of Events for 2019

II. Originated by:

Larry Hoover, Streets and Parks Supervisor

III. Summary:

Plan 2019 Event Calendar

IV. Recommendation:

None

V. Attachments:

1.	2019 calendar	2019 calendar.pdf
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2019 Calendar

January							February							March							April						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
30	31	1	2	3	4	5	27	28	29	30	31	1	2	24	25	26	27	28	1	2	31	1	2	3	4	5	6
6	7	8	9	10	11	12	3	4	5	6	7	8	9	3	4	5	6	7	8	9	7	8	9	10	11	12	13
13	14	15	16	17	18	19	10	11	12	13	14	15	16	10	11	12	13	14	15	16	14	15	16	17	18	19	20
20	21	22	23	24	25	26	17	18	19	20	21	22	23	17	18	19	20	21	22	23	21	22	23	24	25	26	27
27	28	29	30	31	1	2	24	25	26	27	28	1	2	24	25	26	27	28	29	30	28	29	30	1	2	3	4
														31	1	2	3	4	5	6							

May							June							July							August						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
28	29	30	1	2	3	4	26	27	28	29	30	31	1	30	1	2	3	4	5	6	28	29	30	31	1	2	3
5	6	7	8	9	10	11	2	3	4	5	6	7	8	7	8	9	10	11	12	13	4	5	6	7	8	9	10
12	13	14	15	16	17	18	9	10	11	12	13	14	15	14	15	16	17	18	19	20	11	12	13	14	15	16	17
19	20	21	22	23	24	25	16	17	18	19	20	21	22	21	22	23	24	25	26	27	18	19	20	21	22	23	24
26	27	28	29	30	31	1	23	24	25	26	27	28	29	28	29	30	31	1	2	3	25	26	27	28	29	30	31
							30	1	2	3	4	5	6														

September							October							November							December						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7	29	30	1	2	3	4	5	27	28	29	30	31	1	2	1	2	3	4	5	6	7
8	9	10	11	12	13	14	6	7	8	9	10	11	12	3	4	5	6	7	8	9	8	9	10	11	12	13	14
15	16	17	18	19	20	21	13	14	15	16	17	18	19	10	11	12	13	14	15	16	15	16	17	18	19	20	21
22	23	24	25	26	27	28	20	21	22	23	24	25	26	17	18	19	20	21	22	23	22	23	24	25	26	27	28
29	30	1	2	3	4	5	27	28	29	30	31	1	2	24	25	26	27	28	29	30	29	30	31	1	2	3	4

Holidays and common observances

1 Jan.	New Year's Day
21 Jan.	Birthday of Martin Luther King, Jr.
18 Feb.	Washington's Birthday (Presidents' Day)
21 Apr.	Easter
27 May	Memorial Day
4 July	Independence Day
2 Sept.	Labor Day
14 Oct.	Columbus Day
11 Nov.	Veterans Day
28 Nov.	Thanksgiving Day
25 Dec.	Christmas



STAFF REPORT TO THE COMMISSIONERS

Date: September 11, 2018

Agenda Item No: REGULAR ITEMS - D.

I. Subject:

Discuss and consider KKB budget.

II. Originated by:

III. Summary:

IV. Recommendation:

V. Attachments:

1.	KKB 2017.18 Budget Expenditures	KKB 2017.18 Budget Expenditures.pdf
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gipaytb2 ltesmer
12:14 08/09/18
Fund: 41 PARK REC/OTTER DONATION FUND

City of Kennedale
YTD Detailed Individual Account Trial Balance

Page 1

Period Ending: 8/2018

JE Number	JE Date	JE Description	JE Detail Description	Beginning Balance	Transaction Detail	Running Total (SUBTOTAL)	Vendor Name	Check Number	Source
Account: 41-2608-00-00 DONATION-KKB									
	87 10/20/2017	AP INVOICES	TREE SEEDLINGS - ARBOR DAY	(6,430.77)	750.00	(5,680.77)	TEXAS TREES FOUNDATION	97052	AP
	106 10/23/2017	UB CASH RECEIPTS 10/23/2017	CR Posting _20171023-20171023		(13.89)	(5,694.66)			CR
OCTOBER	Totals:					736.11 *			
	208 11/09/2017	UB CASH RECEIPTS 11/09/2017	CR Posting _20171109-20171109		(13.36)	(5,708.02)			CR
	198 11/10/2017	AP INVOICES	DEMONSTRATION GARDEN PLANTS		99.00	(5,609.02)	STEGALL'S NURSERY/PLANT FARM	97153	AP
	274 11/22/2017	AP INVOICES	P-CARD STATEMENT OCTOBER 2017		43.96	(5,565.06)	JPMORGANCHASE COMMERCIAL CARD	97206	AP K.cooper
Refreshments for Trunk or Treat Event									
NOVEMBER	Totals:					129.60 *			
	373 12/13/2017	UB CASH RECEIPTS	CR Posting _20171213-20171213		(14.64)	(5,579.70)			CR
	444 12/31/2017	SEED MONEY KKB			(5,000.00)	(10,579.70)			GL
DECEMBER	Totals:					(5,014.64) *			
	562 01/12/2018	UB CASH RECEIPTS 01/12/2018	CR Posting _20180112-20180112		(10.25)	(10,589.95)			CR
	641 01/31/2018	AP INVOICES	DECEMBER 2018 P-CARD STATEMENT		31.90	(10,558.05)	JPMORGANCHASE COMMERCIAL CARD	97489	AP K.cooper
Seeds for KKB City Garden									
JANUARY	Totals:					21.65 *			
	748 02/13/2018	UB CASH RECEIPTS 02/13/2018	CR Posting _20180213-20180213		(20.09)	(10,578.14)			CR
	819 02/28/2018	AP INVOICES	JANUARY 2018 P-CARD STATEMENT		150.00	(10,428.14)	JPMORGANCHASE COMMERCIAL CARD	97624	AP K.cooper
	819 02/28/2018	AP INVOICES	JANUARY 2018 P-CARD STATEMENT		73.50	(10,354.64)	JPMORGANCHASE COMMERCIAL CARD	97624	AP K.cooper
Keep Texas Beautiful Dues Mulch for Demonstration Garden									
FEBRUARY	Totals:					203.41 *			
	964 03/27/2018	UB CASH RECEIPTS 03/27/2018	CR Posting _20180327-20180327		(13.66)	(10,368.30)			CR
	973 03/29/2018	AP INVOICES	FEBRUARY 2018 P-CARD STATEMENT		19.98	(10,348.32)	JPMORGANCHASE COMMERCIAL CARD	97722	AP K.cooper
	973 03/29/2018	AP INVOICES	FEBRUARY 2018 P-CARD STATEMENT		322.60	(10,025.72)	JPMORGANCHASE COMMERCIAL CARD	97722	AP K.cooper
2 USB Drives Moss Sandstone Boulder									
MARCH	Totals:					328.92 *			
	1208 05/04/2018	AP INVOICES	MARCH 2018 P-CARD STATEMENT		193.45	(9,832.27)	JPMORGANCHASE COMMERCIAL CARD	97856	AP G.casas
	1247 05/11/2018	AP INVOICES	REIMBURSEMENT FOR KKB GIFT CARD purchase		60.00	(9,772.27)	LAURIE SANDERS	97917	AP
	1365 05/31/2018	AP INVOICES	APRIL 2018 P-CARD STATEMENT		333.38	(9,438.89)	JPMORGANCHASE COMMERCIAL CARD	97972	AP G.Rangel
	1365 05/31/2018	AP INVOICES	APRIL 2018 P-CARD STATEMENT		41.48	(9,397.41)	JPMORGANCHASE COMMERCIAL CARD	97972	AP G.Rangel
T-Shirts and Hoodies KKB Commission Gifts for presenters at KKB Educational Day 05/08/18.									
MAY	Totals:					628.31 *			

Account: 41-2608-00-00

DONATION-KKB

glpaytbl2 ltesmer

12:14 08/09/18

Fund: 41 PARK REC/OTHER DONATION FUND

City of Kennedale

YTD Detailed Individual Account Trial Balance

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Period Ending: 8/2018

JE Number	JE Date	JE Description	JE Detail Description	Beginning Balance	Transaction Detail	Running Total (SUBTOTAL)	Vendor_Name	Check Number	Source
1406	06/08/2018	AP INVOICES	REIMBURSEMENT FOR KKB FLOWERS		76.50	(9,320.91)	LAURIE SANDERS	98011	AP
1450	06/15/2018	AP INVOICES	REIMBURSEMENT FOR KKB WEED KILL <i>ll</i>		13.42	(9,307.49)	LAURIE SANDERS	98053	AP
JUNE	Totals:	- - - - -	- - - - -		89.92	*			

Account 41-2608-00-00

DONATION-KKB

Totals:

(9,307.49) **

Grand Totals:

(9,307.49) *****

***** End of Report *****



STAFF REPORT TO THE COMMISSIONERS

Date: September 11, 2018

Agenda Item No: REGULAR ITEMS - E.

I. Subject:

Discuss and consider September 15th Bring It event

II. Originated by:

Larry Hoover, Streets and Parks Supervisor

III. Summary:

Discuss any last minute plans or issues for Bring It event this Saturday.

IV. Recommendation:

None

V. Attachments:

1.	HOW TO'S FOR BRING IT EVENT	HOW TO'S FOR BRING IT EVENT.docx
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BRING IT EVENT

Scheduled around when we can get the Crud Cruiser here.

Contact FW Environmental on January 2nd each year and request the date you'd like. I give them three dates in order of preference, trying to keep it at the same time each year. Once the date is confirmed, you'll send them a letter (attached) giving them permission to be at the city.

Leslie will help with banners. She has one already created, she will update the date and then have them made at a location you prefer. I've used Fast Signs and Minuteman Press

Public works will position the signs in the locations you give them.

Ask a KKB member to contact the schools to see if any of the kids would like to assist. Contact Boy Scouts and Girl Scouts as well.

Review the site plan and make changes as needed.

Ask Leslie to do a press release

Day of the Event:

Traffic vests and other KKB Equipment (signs) is in the City Hall storage. The Board should arrive early to put signs out. We make coffee and have donuts in the break room

Assign each board member to a location.

Crude Cruiser: needs two persons taking resident information and answering questions and keeping a tally of the number of cars; about 10 or so people assisting to unload vehicles

Electronic Location: need one person keeping a tally of the number of cars that stop; the vendor will send a report of the total amount of electronics collected in terms of pounds; you'll use this for the annual report.

Action Shred: need about four people assisting to unload cars and break down card board. Another person will need to keep a tally of the number of cars that stop. The vendor will send a report of the total amount of paper collected in terms of pounds; you'll use this for the annual report.

Mission Store: provides their own staff for the collection. They will also give you an idea of how much was collected; use this also for the final report.

Keep a total of number of adults and students who assist with the event. You'll need this for the final report.