



KEEP KENNEDALE BEAUTIFUL COMMISSION
AGENDA
REGULAR MEETING
April 9, 2012
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 March 2012.

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 review the Art in the Park event.
- B. Discuss and consider action necessary for planning the Great American Cleanup and Arbor Day event scheduled for May 5, 2012.
- C. Discuss and consider future beautification projects.
- D. Discuss and review current 2012 budget

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 April 9, 2012, 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.

Kelly Cooper, KKB Staff Liaison

Date: April 9, 2012

Agenda Item No: MINUTES APPROVAL - A.

I. Subject:

Consider action to approve minutes for March 2012.

II. Originated by:

Kelly Cooper, Director of Human Resources

III. Summary:

The minutes are attached and prepared by Wilda Turner, KKB Secretary Staff recommends approval of the March 2012 board meeting minutes.

IV. Recommendation:

Approve

V. Attachments:

1.	March 2012 Minutes	March 2012.rtf
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Keep Kennedale Beautiful

Meeting Minutes of March 19, 2012

II. Members Present: Michael Chandler
Vickie Chandler
LaCresha Sanders
Stephen Brim
NaMicha Williams
Wilda Turner
HR Director, Kelly Cooper

III. Motion to approve the minutes of February 13, 2012, by Stephen Brim, second by Vickie Chandler.
Motion approved.

IV. Visitor/Citizens Forum - None

V. Regular Items

A. Art in the Park Booth March 30 - April 1.

Hours

March 30 - 4pm - 9pm (Friday)

March 31 - 10am - 10pm (Saturday)

April 1 - 12pm - 5pm (Sunday)

Set-up booth March 30, 3:30pm (Friday). Booth work schedule previously emailed to each by Kelly Cooper.

Each worker should bring a ROCK, snacks, chair, water and for their own use.

Chandlers & NaMicha will make the posters, giving credit to IESE for Ipod donation

Items to attract public:

Ipod Raffle - \$1.00 a ticket, 6 tickets for \$5.00 or 13 tickets for \$10.00

Coloring Table for Children

Recyclable Bags

B. Great American Clean-Up and Arbor Day - May 5

Stephen will reproduce the posters (that Kelly has) adding date/time/location

Banners with the date and where to meet will be distributed /erected.

Inclement weather: we will proceed with whatever is possible.

YAC or KHS Seniors are needed for team leaders. Team leaders will be responsible for transporting their team to work areas. (WE MAY WANT TO RETHINK THIS)

Michael will speak to the City Council asking for volunteers at the April City Council Meeting.

Extra traffic vests & gloves will be purchased by Kelly.

A pre-team leader meeting a week before May 5 is needed for more organization.

Hot dogs etc. may be provided if we can find donations.

C. KKB website - Vickie will be our Point Person.

VI. Reports/Announcements - None

VII. Adjourned 7:18pm

Date: April 9, 2012

Agenda Item No: REGULAR ITEMS - A.

I. Subject:

Discuss and review the Art in the Park event.

II. Originated by:

Kelly Cooper, Director of Human Resources

III. Summary:

This item will give the board a chance to review the event and discuss changes for next year.

The raffle earned the committee \$270.00 for the committee.

IV. Recommendation:

None

V. Attachments:

Date: April 9, 2012

Agenda Item No: REGULAR ITEMS - B.

I. Subject:

Discuss and consider action necessary for planning the Great American Cleanup and Arbor Day event scheduled for May 5, 2012.

II. Originated by:

Kelly Cooper, Director of Human Resources

III. Summary:

May 5, 2012 has several "events" scheduled. First, the city is hosting the citywide cleanup which is available to residents for bulk and brush drop off. This will be held at the landfill on Dick Price Road.

In conjunction with the KKB event, we will also have a cleanup of the bird habitat, and other related educational and art activities in celebration of International Migratory Bird Day. This is being supported by the grant received by the city last year.

In consideration of planning the Great American Cleanup Event, the following should be decided:

1. Marketing: Getting the word out. We have 9 x 4 banners that can be placed around town. We will need to purchase the letters to place on the banners. I received a quote of \$66.00 per banner. It is an additional \$25.00 per banner to have Fast Signs place the letters for us. The banners would read: May 5th 9:00 a.m. - Noon Meet at TownCenter Park Pavillion and would also contain KKB logo and City logo. Staff will need board approval to make the expenditure. I have as many as 13 banners, I think 4 or 5 should be sufficient. We should also discuss placement of these banners. Perhaps Sonora Park, Rogers Farm Park, Town Center, and Little School Road, and or other locations.

Posters can be printed by Stephen Brim, I have at least 50 or more. KKB board members could take these to businesses, schools and churches for placement.

I would also suggest a board member make an announcement at the Chamber, Rotary Club, next Council meeting and at any board meetings between now and May 5th.

Staff will prepare a press release and the information is currently on the website as well.

2. Safety Supplies: Staff has ordered extra traffic vests. Additional gloves will be picked up before the event. I have 480 trash bags to use for the event provided by the Great American Cleanup organization. That should be

plenty depending on number of volunteers.

3. Volunteers: At this point, since we have not identified volunteer team captains, KKB will need to serve in that capacity. We should plan on meeting maybe May 3 or May 4 in the evening to review team captain responsibilities, maps, etc. Team Captains should have maps of the area they are assigned to pickup and be prepared to count number of bags filled, number of miles or acres and number of volunteers on their team. I'll have forms for each team captain to complete.

4. Organization and Opening events: The board should discuss the organization of the event. We will need a check-in location, waivers must be signed, location to pick up safety equipment and team assignment.

We should plan on the opening events starting no later than 9:15 a.m .to 9:30 a.m. I will have available and Michael will welcome and turn it over to Mayor. Mayor will thank everyone for coming, present proclamation to Forester for Arbor Day, briefly announce the green ribbon grant and the multitude of tree and shrub planting to begin this fall and then send everyone to their team captain for further instructions. Other thoughts?

5. Mlgratory Bird Day: Rachel Roberts is present to discuss how we will incorporate this into the days events.

6. Celebration: The board needs to also discuss the celebration lunch and activities. I have confirmed a bounce house, Heard Museum Animal Ambassadors will be present, as well as perhaps a few other booths to provide educational opportunities. We will need a grill and someone to cook. The lunch may be provided by the grant if a business does not come forward to assist. I'm thinking hotdogs, buns, chips, cookies and drink (all prepackaged if possible). We also will need water for the teams. I think we still have snack bars that can be provided.

7. Other items to discuss:

IV. Recommendation:

Approve

V. Attachments:

Date: April 9, 2012

Agenda Item No: REGULAR ITEMS - C.

I. Subject:

Discuss and consider future beautification projects.

II. Originated by:

Kelly Cooper, Director of Human Resources

III. Summary:

This item is for the board to discuss and consider future beautification projects as follows:

1. Butterfly Garden by the Library
2. Demonstration Garden for migratory birds at Sonora Park
3. Entrance Sign
4. Recycling Event October 20, 2012
 - a. Ewaste Disposal

IV. Recommendation:

None

V. Attachments:

Date: April 9, 2012

Agenda Item No: REGULAR ITEMS - D.

I. Subject:

Discuss and review current 2012 budget

II. Originated by:

Kelly Cooper, Director of Human Resources

III. Summary:

This item is just to give the board an update on the 2012 budget and expenditures submitted to date. The budget is attached for your review. No expenditures for the Texas Independence Day Parade have been submitted to date.

IV. Recommendation:

Approve

V. Attachments:

1.	KKB 2011-12 Budget	KKB 2011-12 Budget.pdf
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Keep Kennedale Beautiful

Expenditures 2011 -2012

Operating Income

Fundraising	\$334.00	2011 - Art in the Park
Fundraising	\$270.00	2012 - Art in the Park
Citizen Donations	\$0.00	
City	\$3,166.00	

Total **\$3,770.00**

Item	Budgeted Expenses	Expense Description	Line Item Detail	Total per Line Item
Annual KTB Affiliate Fee	\$ 75.00	KTb Affiliate Fee	\$100.00	\$100.00
KTb Training				
Office Space				
Telephone				
Newsletter/Letterhead/				
Stationary	\$ 500.00	Boy Scout Patches	\$23.00	\$23.00
Postage	\$ 25.00	Letters for May 5	\$83.70	\$83.70
Clerical Assistance				
Creative Services				
Promotional Materials & Give-				
aways	\$ 500.00	T-Shirts	\$134.83	\$134.83
Printing	\$ 50.00			\$0.00
Travel				
Salary/payroll				
Community Projects & Supplies				
Safety Equipment (Traffic Vests)	\$ 425.00	Traffic Vests	\$185.00	\$185.00
Texas Independence Day Parade				
"It's a Bags Life" Campaign	\$ 750.00	Poster Supples, etc.	\$29.00	\$29.00
Community Garden Supplies	\$ 700.00			
Great American CleanUp		Traffic Vests	\$169.15	\$169.15
		Safety Gloves		
		First Aid Kits		
Bird Habitat Clean-Up	\$ 475.00			
		Bird house materials	\$200.84	\$200.84
May 5th Clean-up		Traffic Vests	\$206.00	\$206.00
Total	\$ 2,368.48			\$1,131.52