



KEEP KENNEDALE BEAUTIFUL COMMISSION AGENDA

REGULAR MEETING | JANUARY 14, 2020 AT 6:00 PM

CITY HALL CONFERENCE ROOM, 405 MUNICIPAL DRIVE

I. CALL TO ORDER

II. ROLL CALL

III. VISITOR AND CITIZEN FORUM

At this time, any person may address the board or governing body, provided that an official 'Speaker's Request Form' has been submitted to the secretary prior to the start of the meeting. All comments must be directed towards the body as a whole, rather than individual members or staff. All speakers must limit their comments to the subject matter as listed on the 'Speaker's Request Form.' No formal action can be taken nor discussion held regarding these items.

IV. REPORTS AND ANNOUNCEMENTS

- A. Review Windshield Survey results
- B. Review 2018/19 budget
- C. Training opportunity

V. MINUTES APPROVAL

- A. Consider approval of November 12, 2019 meeting minutes

VI. DECISION ITEMS

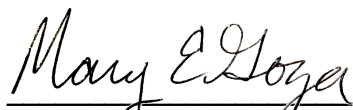
- A. Review Adopt A Spot report for 2019
- B. Review 2020 calendar and set event dates
- C. Saturday garden work day
- D. Discuss and consider work schedule for Coker Children's Butterfly Garden.

VII. ADJOURNMENT

In compliance with the Americans with Disabilities Act, the City of Kennedale will provide for reasonable accommodations for persons attending meetings. This facility is wheelchair accessible and accessible parking spaces are available. Requests for sign interpreter services must be made forty-eight (48) hours prior to the meeting. Please contact the City Secretary at 817-985-2104 or (TTY) 1-800-735-2989.

CERTIFICATION

I certify that a copy of the January 14, 2020, 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 E. Goza, Board Secretary



STAFF REPORT TO THE COMMISSIONERS

Date: January 14, 2020

Agenda Item No: REPORTS AND ANNOUNCEMENTS - A.

I. Subject:

Review Windshield Survey results

II. Originated by:

Mary Goza, Administrative Assistant

III. Summary:

Review Windshield Survey results

IV. Recommendation:

None

V. Attachments:

Date: January 14, 2020

Agenda Item No: REPORTS AND ANNOUNCEMENTS - B.

I. Subject:

Review 2018/19 budget

II. Originated by:

III. Summary:

Review 2018/19 budget

IV. Recommendation:

V. Attachments:

1.	201819 budget report	201819 budget report.xlsx
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Keep Kennedale Beautiful

Expenditures 2018 -2019

Operating Income

Carried over from last year	\$8,338.56
City	\$5,000.00
Total	\$13,338.56

Account number
4126080000

Item	Budgeted Expenses	KKB Expenditure	Expense Description	Additional Comments
General Office/Marketing/Travel/ Supplies:				
Annual KTB Affiliate Fee	\$ 150.00	\$150.00		
KTB Conference Training/Travel	\$ -			
Governor's Award Application Fee	\$ -			
Flowers for Board Members	\$ -			
Give-Aways (Pens, buttons, Patches, etc)	\$ -			
Adopt a Spot Signs (\$85.00 each)	\$ 255.00	\$1,015.00	ordered 6 bottom signs, 23 top signs	
T-Shirts	\$ 200.00	\$200.00		
T-Shirts	\$ 200.00	\$49.28		
Community Projects & Supplies:				
Trunk or Treat (October 2018)				
Supplies and printed material	\$ 55.00		For Candy	
October Recycling Event (Not having event this year)				
Banners	\$ 500.00			
Breakfast/drinks	\$ 55.00			
Action Shred	\$ 600.00			
Crud Cruiser 130 Cars*50	\$ -			
Arbor Day 2018 - December 22, 2018				
Supplies: Equipment, Banner, etc.	-			
Lunch and Drinks	-			
Tree Planted	\$ 750.00	\$122.25	Tree planted at Sonora Park	
Sign/Rock for Trees	\$ 180.00			
Town Center Plaza Flowers - December 2018				
Replaced diseased rose bushes with pansies and reworked flower beds		\$1,302.35	Winter Flowers and mulch	
Annual Windshield Survey - January 2019				
Coffee and Donuts			Coffee made inhouse, LH donuts	
Butterfly Garden (4 workdays)				
Supplies: Compost, Mulch, plants, etc.	\$ 925.00	\$530.25		
Monarch Migration Program:				
Vouchers: 20 vouchers for residents	\$ 500.00	\$425.00	17 Vouchers returned \$25 each	
Program	\$ 100.00			
Give Aways	\$ -			
Spring Kick Off Master Gardener Educational Event - April 2019				
Gifts for Speakers	\$ 50.00	\$50.00	Gifts from Stegalls, reimbursed Laurie Sanders	
Don't Mess with Texas Clean-Up April 2019				
Banners	\$ 500.00		Event Cancelled - Rained out Twice - Doing Fall Sweep Instead September 2019	
Breakfast/Lunch/Drinks	\$ 175.00		Received Great American Clean Up Banners from KTB for free. Maybe could use next spring?	
Supplies: Vests, gloves, nabbers, etc.	\$ 200.00		Keep America Beautiful Great American Clean Up happens on first day of Spring every year.	
Town Center Plaza plants and flowers - April 2019				
Replace pansies with petunias and plant purslane in garden		\$408.00	Spring Flowers	
		\$28.35	Reimburse D. Winters for 3 baskets of purslane	
		\$27.79	Reimburse D. Winters for flowers	
		\$101.19	Reimburse K. Michels for plants/flowers	
		\$9.87	Reimburse K. Michels for plant food	
Fall Sweep October 2019				
Banners	\$ 500.00			
Breakfast/Lunch/Drinks	\$ 175.00	\$29.56	Coffee and Donuts	
Supplies: Vests, gloves, nabbers, etc.	\$ 200.00	\$194.80	Purchased 10 new grabbers	
			Got some free supplies from KTB	
			Burger Box donated free combo meals to all volunteers	
Simple Recycling 2018- 2019 Totals				
October		-\$5.51	551	
November		-\$6.10	610	
December		-\$8.59	859	
January		-\$8.80	880	
February		-\$11.83	1,183	
March		-\$5.84	584	
April		-\$6.93	693	
May		-\$11.96	1,196	
June		-\$8.09	809	
July		-\$15.08	1,508	
August		-\$15.28	1,528	
September		-\$8.23	823	
Estimated expenses	\$ 6,270.00			
Actual Expenses		\$4,531.45		
Total Remaining after Expenses	\$8,807.11			

Date: January 14, 2020

Agenda Item No: REPORTS AND ANNOUNCEMENTS - C.

I. Subject:

Training opportunity

II. Originated by:

Larry Hoover, Public Works Director

III. Summary:

Are any board members interested in attending training in Denton to be held in April? This training event would satisfy the affiliate training requirement for 2020.

IV. Recommendation:

V. Attachments:

1.	KTB Training in Denton 2020	KTB Training in Denton 2020.docx
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From: Sara Walters [mailto:swalters@ktb.org]
Sent: Monday, January 6, 2020 10:51 AM
To: Sara Walters
Subject: Upcoming Training Opportunity

Keep Texas Beautiful is excited to announce a Waste In Place (WIP) Train the Trainer workshop in Denton on April 21, 2020! KTB WIP Trainer, Sara Walters, will walk attendees through 6 of the 42 WIP lessons. The WIP curriculum is an educational resource and curriculum guide for teachers that provides a balanced perspective of waste and the options for its management in clear and user-friendly formats. Attendees will walk away from the training with a strong understanding of WIP and how to teach and modify it to best reach an assortment of audiences.

This training will be geared towards individuals who will bring back this knowledge to their community to train teachers and other educators on the curriculum. Individuals can also teach this material themselves to children, but this training is specifically to train individuals on how to train others working directly with children. In the past, trainers have gone on to training whole school districts on the curriculum. Trainers have also brought this curriculum to their city recycling department and instructors in their museums or zoos. However, educators are also welcome to join this training to bring back to their own classroom. Participating teachers will also receive 6 continuing education units!

LOCATION:
Sustainability Training Room
1001 S. Mayhill Rd.
Denton, TX 76208

Tuesday, April 21, 2020
10:00 am - 4:00 pm
Lunch will be provided

The training will cost \$30 for the WIP kit that comes with 42 lesson guides, 7 fact sheets, and parent resources. Participating teachers will receive 6 continuing education units. Affiliate's can also fulfill their KTB training requirement with this one workshop. Each participant will leave with a flash drive with digital materials.

If you're interested in learning more and registering for the training, please visit the ktb website.

Please let me know if you have any questions about the training. The next opportunity to receive this training will be at KTB Conference in Houston in June!

Thank you,

SARA WALTERS
Program Manager | Keep Texas Beautiful
8850 Business Park Drive, Ste. 200, Austin, TX 78759
Office: 512 961 5262 | Fax: 512 478 2640

Date: January 14, 2020

Agenda Item No: MINUTES APPROVAL - A.

I. Subject:

Consider approval of November 12, 2019 meeting minutes

II. Originated by:

Mary Goza, Administrative Assistant

III. Summary:

Consider approval of November 12, 2019 meeting minutes

IV. Recommendation:

Approve

V. Attachments:

1.	11.12.2019 KKB Mtg Mins	11.12.2019 KKB Mtg Mins.docx
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Keep Kennedale Beautiful Commission

Minutes

REGULAR MEETING

November 12, 2019

CITY HALL COUNCIL CHAMBERS, 405 MUNICIPAL DRIVE

I. CALL TO ORDER

Chairman Laurie Sanders called the meeting to order at 6:04 pm.

II. ROLL CALL

Present: Laurie Sanders, Wilda Turner, Darlene Winters, Kenneth Michels, Linda Miller **Absent:** Cesar Guerra, Lauren Warn, Heather Hicks, Jessica Virnoche

III. VISITOR/CITIZENS FORUM

IV. REPORTS AND ANNOUNCEMENTS

- A. Introduction new and old board members
 - a. New board members were not in attendance
- B. Review 2019 Calendar of events
 - a. All KTB affiliate requirements have been met for 2019
 - b. Board members spent over 465 hours beautifying Kennedale and educating the public about trees, monarch butterflies and KKB activities.
- C. Adopt A Spot Annual Reporting
 - a. M. Goza informed the board that she will send out the annual end of the year email request for data from all of the Adopt A Spot participants this week.
- D. Wilda had a 6 item list of things the group has discussed but still need to make plans to get done.
 - a. Rain barrels installed in the Children's garden that is being developed. Group will follow up with this idea.
 - b. Coker Rock placement in Children's garden. L. Hoover. stated that they need heavier equipment to move it. R. Taylor will enlist the help of the County but is also waiting for dry weather.
 - c. Removal of Texas Sage at the library and replace with grass? L. Hoover stated that it was ok with him. The board members agreed this would be a good idea and made some plans. L. Hoover stated that he would like to move the Texas sage to the Public Works shop rather than just throw them away.
 - d. Make a plan to plant violas around the clock tower. The group made plans to meet at 10 am on Thursday November 14th to plant the flowers.
 - e. Make a plan to apply mulch/compost to the Butterfly garden. The group made a tentative plan to apply mulch in March. Group made plans to get the Texas Organic shredded hardwood mulch in bags for portability.
 - f. Proposed creating one garden work day per month on a Saturday. The group agreed that this was a good idea. They decided against having a set Saturday each month and decided to place a decision item on the meeting agenda each month to set that month's Saturday work day.

V. MINUTES APPROVAL

Consider approval of minutes from October 8, 2019 regular meeting. **Motion to:** Approve the minutes from the October 8, 2019 regular meeting. **Action:** Approve. **Moved By:** K. Michels **Seconded:** D. Winters **Motion Passed:** Unanimously

VI. DECISION ITEMS

- A. Discuss and Consider Upcoming Events
 - 1. Board members discussed the Windshield Survey and Bring It events for 2020.
 - 2. **Motion to:** Schedule the annual Windshield Survey for January 11, 2020 at 10am **Action:** Approve **Moved By:** K. Michels **Seconded:** L. Miller **Motion Passed:** Unanimously
 - 3. M. Goza will call to schedule the Crud Cruiser in early January. Will try to get a Saturday in September as first choice, October as second choice.

B. Discuss and Consider Cancelling Either the December or January Meeting

1. **Motion to:** Cancel the December 10, 2019 regular meeting. **Action:** Approve. **Moved By:** K. Michels **Seconded:** W. Turner **Motion Passed:** Unanimously

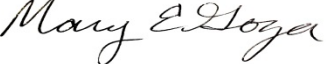
VII. ADJOURNMENT

Motion to: Adjourn meeting at 6:15 pm **Action:** Adjourn. **Moved By:** K Michels **Seconded:** W. Turner **Motion Passed:** Unanimously

Approved:

Laurie Sanders, Chairman

Attest:



Mary Goza, KKB Secretary



STAFF REPORT TO THE COMMISSIONERS

Date: January 14, 2020

Agenda Item No: DECISION ITEMS - A.

I. Subject:

Review Adopt A Spot report for 2019

II. Originated by:

III. Summary:

Review Data, discuss non responding participants and Emerald Hills sign placement vs where they are picking up trash.

IV. Recommendation:

V. Attachments:

1.	Adopt A Spot 2019 Board Report	Adopt A Spot 2019 Board Report.xlsx
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Location	2019 report			Name on Sign	Number of Volunteers	Hours per Volunteer	Total Hours	Bags Collected	Pounds per Bag	Total Pounds Collected	Location Descriptions
	received?										
1	Y	Laurie Sanders		Middleton Family	2	52	104	30	13	390	Sublett Median closest to Albertsons
2	Y	Wilda Turner		Wilda's Corner	2	15/20	35	15	30	450	Kennedale Sublett by Blue Bonnet to Traffic Circle
3	N	Denita Canen		Hexpole Compounding			0			0	Tower Drive
4	Y	Justin Wilson		Emerald Hills Funeral Home	1	30	30	5	13	65	Kennedale Sublett from Hammack Creek east to Little School both sides
5	Y	Lorna Hoover		Rocking H Ranch	1	6	6	12	3	36	Little School Rd median by Rockin H Ranch
6	N	Billy Gilley		Gilley Family			0			0	1115 Kennedale Sublett first island west of roundabout at Wildcat way
7	Y	YAC-Leslie Galloway		Kennedale Youth Advisory Council	20	0.5	10	6	3	18	Wildcat Way Traffic Circle
8	Y	William Daniel		Daniel Crossing	3	2	6	3	3	9	1152 Kennedale Sublett at Peggy
9	Y	Tammy Shaw		The Greenfield Family	4	9.75	39	54	3	162	1101 Kennedale Sublett at Joy
10	Y	Azam Shaikh		The Shaikh Family	3	3	9	6	3	18	Little School Rd Traffic Circle at East Sublett
11	Y	Connie Taylor		Taylor Family	2	26	52			26	Median Kennedale Sublett - 904-916 -
12	Y	Teresa Yeary		JM Yeary Auto	1	1	1	1	3	3	Sublett Median Joy to Blue Bonnet across from Kevin Miller
13	Y	Wilda Turner		Wilda's Circle	Reported in number 2 above					0	Traffic Circle at West Kennedale Sublett and Little
14	Y	Brandi Oglesby		Fellowship Academy	6	6	36	10	30	300	Fellowship Academy Bowman Springs Road both sides
15	Y	Khrystell Shelton		In Memory of Brandi Rayne Shelton	6	1	6	0.5	1	0.5	Wildcat Way by the High School
16	Y	Brian Johnson		Edmund's Row - Brian Johnson	1	1	1	2	3	6	Sublett at Vera
17	N	Charles and Millie Davis		Charlie and Millie Davis			0			0	Oak Hill Park entrance at Bowman Springs Road and Pennsylvania.Pennsylvania both sides
18	Y	Donna Watkins		The Watkins Family	2	3	6	3	3	9	Little Road between the traffic circle at Little Road and East Sublett and the traffic circle at Little Road and West Sublett
19	N	Woon Chung		Kennedale Burger Box			0			0	Kennedale Sublett from Hammack Creek west to Kennedale Parkway both sides
20	Y	Brett Jacob Smith		The Smith Family	4	3	12	5	13	65	Little Road between Sonoma Dr. and Mansfield Cardinal does not include traffic circle
				Smith Family extra people day	10	1	10	2	13	26	
21	Y	Rebecca Kissel		Bluebird	1	6	6	12	3	36	Both sides of Little School Rd from August Run to the Rocking H Ranch Adopt A Spot sign where the medians begin.
22	Y	Marilyn Priddy		Able's Front Porch	7	48	336	1	13	13	Municipal at 3" St to Municipal at Broadway
23				No Personalized Green Sign							North Little School Road by Public Works Shop
24	Y	Kandy Johannsen		Johannsen	2	6	12	4	3	12	Little School Rd between the roundabout at West Sublett and Greenfield
					64		224			744	
25											Walmart Bag carries about 3 lbs.
26											*13 gallon trash bag carries about 13 lbs.
											*30 gallon trash bag carries about 30 lbs.
											**50 gallon trash carries about 50 lbs.
											***Grocery bag carries about 3 lbs.

Notes

#3 Denita does not work there anymore contacted months ago and was given Chad as a contact received no response from an email sent to him so called again and he does not work there anymore either Someone was supposed to be contacting me but noone has so far. Will continue to follow up, they may not want to participate anymore.

#6 They requested last year that I call them to get the annual information but they are not returning my calls this year

#17 Didn't they move?

#19 No response to multiple email requests for annual data

#4 Still not picking up trash on entire strip of road only near the cemetery property. Should signs be relocated and other sections offered to someone who wants to pick up trash there? Mainly closer to Little School Rd



STAFF REPORT TO THE COMMISSIONERS

Date: January 14, 2020

Agenda Item No: DECISION ITEMS - B.

I. Subject:

Review 2020 calendar and set event dates

II. Originated by:

Mary Goza, Administrative Assistant

III. Summary:

Review 2020 calendar and set event dates

Spring Clean Up

Master Gardener educational event?

KKB promotional events? (Chamber luncheon, Kid Fish, Bark in the Park, Trunk or Treat, Christmas tree lighting) to promote awareness about the KKB

Arbor Day

IV. Recommendation:

V. Attachments:

1.	KKB 2020 Calendar	KKB 2020 Calendar.docx
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Annual Work Plan



Date	Event
2020	KKB Calendar of Events
Jan 11:	Windshield Survey: ?? Board Members, ? Staff members @ ? Hours each = ?? Hours Total
Jan 14:	Regular Board Meeting
Feb 11:	Regular Board Meeting and Tree Board Meeting
Mar 10:	Regular Board Meeting
Apr ??:	Don't Mess with Texas Clean-up/City wide cleanup: ?? Board Members, ? Staff members @ ? Hours each = ?? Hours Total
??:	Regular Board Meeting (brief meeting) and Master Gardener or Tree Care Educational event?: ? Board Members, ? Staff members, Youth attending ?, Total attending ?? @ ? Hour each = ?? Hours Total
??:	Schedule to attend other events to promote KKB programs (Chamber luncheon, Kid Fish, Bark in the Park, Trunk or Treat, Christmas tree lighting)?? -Adopt a spot, simple recycle, free KTB 2020 calendars, ? board member, ? hr x ? = ? hour total
May 12:	Regular Board Meeting and Tree Board Meeting
Jun 9:	Regular Board Meeting
Jul 14:	Regular Board Meeting and Tree Board Meeting
Aug 11:	Regular Board Meeting
Sep 8:	Regular Board Meeting and Tree Board Meeting
Sept ??:	Bring It Event: ?? Board Members and volunteers, ? Staff members, Youth attending ?, Total attending ?? @ ? Hour each = ?? Hours Total
Oct 13:	Regular Board Meeting
Nov ?:	Arbor Day Event: ? Board Members, ? Staff members, ? volunteers @ ? Hours each = ?? Hours Total – <u>Counts for KTB and Tree City USA</u>
Nov 10:	Regular Board Meeting
Dec 8:	Regular Board Meeting



STAFF REPORT TO THE COMMISSIONERS

Date: January 14, 2020

Agenda Item No: DECISION ITEMS - C.

I. Subject:

Saturday garden work day

II. Originated by:

III. Summary:

Pick a date for Saturday garden work day if work needs to be done this month. Coordinate with Ron Taylor to get mulch.

IV. Recommendation:

V. Attachments:



STAFF REPORT TO THE COMMISSIONERS

Date: January 14, 2020

Agenda Item No: DECISION ITEMS - D.

I. Subject:

Discuss and consider work schedule for Coker Children's Butterfly Garden.

II. Originated by:

III. Summary:

Discuss and consider work schedule for Coker Children's Butterfly Garden.

IV. Recommendation:

V. Attachments: