



KEEP KENNEDALE BEAUTIFUL COMMISSION AGENDA

REGULAR MEETING | February 9, 2021 AT 6:00 PM

VIA VIDEOCONFERENCE

MEMBERS OF THE PUBLIC MAY JOIN BY VISITING

<https://us02web.zoom.us/j/7766006600>

AND/OR BY DIALING (877) 853-5257 AND USING MEETING ID Meeting ID: 776 600 6600

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. MINUTES APPROVAL

- A. Consider approval of March 10, 2020 meeting minutes

V. REPORTS AND ANNOUNCEMENTS

- A. Board member welcome and introductions
- B. Presentation of 2020 Work Completed and Budget
- C. Annual Windshield Survey

VI. DECISION ITEMS

- A. Elect Chair and Vice Chair
- B. Select Tentative Dates for 2021 activities
- C. Consider participation in Mayor's Monarch Pledge program
- D. Collaborative Project Opportunity
- E. Trash Free Texas Litter Trouble Spot

VII. ADJOURNMENT

CERTIFICATION

I DO HEREBY CERTIFY THAT THE FEBRUARY 9, 2021 KEEP KENNEDALE BEAUTIFUL COMMISSION AGENDA WAS POSTED INSIDE THE MAIN ENTRANCE OF CITY HALL (405 MUNICIPAL DRIVE), IN A PLACE CONVENIENT AND READILY ACCESSIBLE TO THE GENERAL PUBLIC AT ALL TIMES; AND THAT SAID AGENDA WAS POSTED AT LEAST SEVENTY-TWO (72) HOURS PRECEDING THE SCHEDULED TIME OF SAID MEETING, IN ACCORDANCE WITH CHAPTER 551 OF THE TEXAS GOVERNMENT CODE.


MARY E. GOZA, BOARD SECRETARY

In compliance with the Americans with Disabilities Act (ADA), 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 by calling 817-985-2104 or (TTY) 1-800-735-2989.

CREATED 1/19/2021 2:14 PM



STAFF REPORT TO THE COMMISSIONERS

Date: February 9, 2021

Agenda Item No: MINUTES APPROVAL - A.

I. Subject:

Consider approval of March 10, 2020 meeting minutes

II. Originated by:

Mary Goza, Administrative Assistant

III. Summary:

Consider approval of March 10, 2020 meeting minutes

IV. Recommendation:

Approve

V. Attachments:

1.	3.10.2020 KKB Mtg Mins	3.10.2020 KKB Mtg Mins.docx
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Keep Kennedale Beautiful Commission

Minutes REGULAR MEETING March 10, 2020

CITY HALL CONFERENCE ROOM, 405 MUNICIPAL DRIVE

I. CALL TO ORDER

Chairman Laurie Sanders called the meeting to order at 6:02 pm.

II. ROLL CALL

Present: Laurie Sanders, Wilda Turner, Darlene Winters, Kenneth Michels, Lauren Warn, Cesar Guerra

Absent: Linda Miller, Heather Hicks

III. VISITOR/CITIZENS FORUM

IV. REPORTS AND ANNOUNCEMENTS

A. Adopt A Spot

1. Never received annual report data from Burger Box but L. Sanders reported that they did go out and pick up trash recently.
2. Chavez adopt a spot sign and "Spot Available" signs have been ordered.

V. MINUTES APPROVAL

Consider approval of minutes from February 11, 2020 regular meeting. **Motion to:** Approve the minutes from the February 11, 2020 regular meeting. **Action:** Approve. **Moved By:** K. Michels

Seconded: D. Winters **Motion Passed:** Unanimously

VI. DECISION ITEMS

A. Plan Garden Work

1. K. Michels asked if L. Sanders could put out some sort of survey on the KKB Facebook page to see how many people might be interested in participating in a Saturday garden work day. L. Sanders stated that she could do that. Report back for the poll results will be included on the next agenda.
2. The board discussed rain barrels. This item will be placed on the next agenda for a final decision.
3. Board agreed with R. Taylor that the Sage bushes should be replaced with Baby Gem Japanese boxwood. R. Taylor will get this done with City staff as soon as weather permits.

B. Plan Upcoming Events

1. D. Winters stated that the Master Gardener educational event may need to be moved to a different time due to speakers not doing evening events anymore per Wilda. This item will be included for further discussion on the next agenda.
2. D. Winters is still planning on being at the KidFish event to promote the KKB at an informational table, may need another helper if W. Turner can't make it.
3. M. Goza brought up the idea of the KKB board sponsoring Concert in the Park as a way to promote KKB and its programs. L. Sanders stated that since she is directly involved with the Concert in the Park she would abstain from voting for or against this idea if the board voted on it. L. Sanders stated that if KKB was a major sponsor they would get to have a KKB banner on the stage and would get to have a representative on stage introducing the acts and could tell the audience about all of the KKB programs while doing that. KKB should be able to get major sponsor status by donating \$500. The money would go to pay for the sound and musical acts and the event is run by a nonprofit group (the Mission Store in Kennedale). K. Michels asked if it was legal for KKB to do this. L. Hoover stated that he could check with the city attorney and/or the city manager. This item will be included for further discussion on the next agenda.

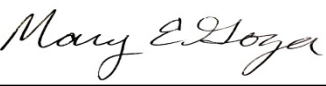
VII. ADJOURNMENT

Motion to: Adjourn meeting at 6:36 pm **Action:** Adjourn. **Moved By:** K. Michels **Seconded:** D. Winters **Motion Passed:** Unanimously

Approved:

Laurie Sanders, Chairman

Attest:



Mary Goza, KKB Secretary



STAFF REPORT TO THE COMMISSIONERS

Date: February 9, 2021

Agenda Item No: REPORTS AND ANNOUNCEMENTS - A.

I. Subject:

Board member welcome and introductions

II. Originated by:

III. Summary:

Board member welcome and introductions

IV. Recommendation:

V. Attachments:

1.	Board Member Expectations	Board Member Expectations.docx
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Board member expectations

- Members serve two-year terms, and there are no term limits. Even-numbered board places are appointed during even years; and odd-numbered places in odd years.
- Once appointed, all board members must complete the Attorney General training regarding the [Open Meetings Act](#) and the [Public Information Act](#). The City Secretary will email new board members this information. If you do not receive this information let the board secretary know.
- Members will receive an email from the board secretary at the end of the week prior to the meeting notifying them of the date and time of the meeting. The agenda packet will be attached to the email along with any other information needed for board members to arrive at the meeting prepared to address the agenda items.
- Members are expected to read and have a basic understanding of the following documents
 - Board Member Handbook
 - Comprehensive Land Use Plan (Comprehensive Plan Update March 2012)
 - Strategic Plan (Imagine Kennedale 2015)
 - Parks-Recreation-and-Open-Space-Master-Plan-2016
- Members are expected to read all materials included in the agenda packet **prior** to the meeting so they will be informed and prepared to participate.
- Members are expected to attend scheduled meetings.



STAFF REPORT TO THE COMMISSIONERS

Date: February 9, 2021

Agenda Item No: REPORTS AND ANNOUNCEMENTS - B.

I. Subject:

Presentation of 2020 Work Completed and Budget

II. Originated by:

III. Summary:

Presentation of 2020 Work Completed and Budget

Dues for 2021 have been paid and report for 2020 has been completed.

IV. Recommendation:

V. Attachments:

1.	2020 Annual Budget and Work Completed	2020 Annual Budget and Work Completed.docx
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2020 ANNUAL WORK PLAN



DATE EVENT

Jan 14: Regular Board Meeting

Jan 3: Check soil and pick up litter TCP, 1 board member, 0.5 hr

Jan 8: Garden Day planning for 2020, 4 board members, 8 hr Total

Jan 11: **Windshield Survey: 4 Board Members, 1 Staff member @ 2 Hours each = 10 Hours Total**

Jan 15: Garden Day planning for TCP, 3 board members, 3 hr Total

Jan 22: Garden Day planning for TCP, 4 board members, 4 hr Total

Jan 29: Garden Day planning for TCP, 4 board members and 1 volunteer, 5 hr Total

Feb 5: Garden Day planning for TCP, 4 board members and 1 volunteer, 5 hr Total

Feb 11: Regular Board Meeting and Tree Board Meeting

Feb 18: **Tree Care Training educational event hosted by City of Kennedale Public Works department and presented by TreeHugger guy – certified arborist: 4 Board Members, 1 Staff member @ 4 Hours each = 20 Hours Total – Counts for yearly affiliate training requirement.**

Mar 10: Regular Board Meeting

Mar 11: KKB work day, 3 board members/volunteers, 13 hr Total

Apr 6: Weed beds @ City Hall, 1 board member, 1.5 hr Total

Apr 8: KKB work day, 3 board members/volunteers, 8 hr Total

Apr 14: Regular Board Meeting – Cancelled due to COVID19

Apr 15: KKB work day, 3 board members/volunteers, 8 hr Total

Apr 18: Don't Mess with Texas Clean-up/City wide cleanup: ?? Board Members, ? Staff members @ ? Hours each = ?? Hours Total - Cancelled due to COVID19

Apr 21: New plants in garden, 5/1 board members/volunteers, 18 hr Total

Apr 24: water beds, 1 board member, 1.5 hr Total

Apr 25: Rain Check Day for Don't Mess with Texas Clean-up/City wide cleanup: ?? Board Members, ? Staff members @ ? Hours each = ?? Hours Total - Cancelled due to COVID19

Apr 29: KKB work day, 4 board members/volunteers, 8 hr Total

May 1: water beds, 1 board member, 1.5 hr Total

May 3: water beds, 1 board member, 1.5 hr Total

May 4: water beds, 1 board member, 1.5 hr Total

May 6: KKB work day, 4 board members/volunteers, 12 hr Total

May 11: **Training Webinar - Going Beyond the Road TXDOT Environmental, Program - Hosted by Keep Texas Beautiful and TxDot: 1 Board Member, 1 Hour Total**

May 12: **Training Webinar - [Programs for Hard-to-Recycle Items](#) Hosted by Keep Texas Beautiful: 1 Board Member, 1 Hour Total**

May 12: **Regular Board Meeting (brief meeting then training) Master Gardener educational event: ? Board Members, ? Staff members, Youth attending ?, Total attending ?? @ ? Hour each = ?? Hours Total - Cancelled due to COVID19**

May 13: KKB work day, 5 board members/volunteers, 12 hr Total

May 16: **Kid Fish/Bark in the Park - promote KKB programs -Adopt a spot, simple recycle, free KTB 2020 calendars, ? board member, ? hr x ? = ? hour total - Cancelled due to COVID19**

May 19: **Training Webinar - Texas Trails Funding and Maintenance - Hosted by Keep Texas Beautiful: 1 Board Member, 1 Hour Total**

May 20: KKB work day, 3 board members/volunteers, 6 hr Total

May 20: work on beds, 2/1 board members/volunteers, 2 hr Total

May 21: Treat beds Gregg Mist, 1 board member, 1 hr Total

May 27: KKB work day, 2/1 board members/volunteers, 7.5 hr Total

May 28: Treat Gregg Mist, 1 board member, 1 hr Total

Jun 3: KKB work day, 4 board members/volunteers, 4 hr Total

Jun 9: **Regular Board Meeting and Tree Board Meeting- Cancelled due to COVID19**

Jun 10: KKB work day mulch beds, 6/5 board members/volunteers, 14 hr Total

Jun 17: KKB work day, 3 board members/volunteers, 6 hr Total

Jun 3: Potato vine clock tower, 1 board member, 1 hr Total

Jun 24: KKB work day, 1 board member, 3 hr Total

Jul 1: KKB work day, 5 board members/volunteers, 9 hr Total

Jul 8: KKB work day, 4 board members/volunteers, 8 hr Total

Jul 14: **Regular Board Meeting - Cancelled due to COVID19**

Jul 15: KKB work day, 5/1board members/volunteers, 9 hr Total

Jul 22: KKB work day, 3 board members/volunteers, 4.5 hr Total

Jul 29: KKB work day, 3 board members/volunteers, 4.5 hr Total

Aug 5: KKB work day, 3 board members/volunteers, 6 hr Total

Aug 11: Regular Board Meeting and Tree Board Meeting- Cancelled due to COVID19

Aug 12: KKB work day, 3 board members/volunteers, 4.5 hr Total

Sep 8: Regular Board Meeting - Cancelled due to COVID19

Sep 9: KKB work day, 3 board members/volunteers, 4.5 hr Total

Sep 16: KKB work day, 3 board members/volunteers, 3 hr Total

Sep 26: Rescheduled then cancelled until next year - Kid Fish/Bark in the Park - promote KKB programs -Adopt a spot, simple recycle, free KTB 2020 calendars, ? board member, ? hr x ? = ? hour total - Cancelled due to COVID19

Sep 30: KKB work day, 4 board members/volunteers, 6 hr Total

Oct 13: Regular Board Meeting- Cancelled due to COVID19

Oct 14: KKB work day, 0/3 board members/volunteers, 4.5 hr Total

Oct 17: Bring It Event: ?? Board Members and volunteers, ? Staff members, Youth attending ?, Total attending ?? @ ? Hour each = ?? Hours Total- Cancelled due to COVID19

Oct 21: KKB work day, 1/2 board members/volunteers, 6 hr Total

Nov 4: KKB work day, 1/3 board members/volunteers, 4 hr Total

Nov 10: Regular Board Meeting and Tree Board Meeting? – Cancelled due to COVID19

Nov 11: KKB work day, 0/1 board members/volunteers, 1.5 hr Total

Nov 18: KKB work day, 1/3 board members/volunteers, 8 hr Total

Nov 20: Arbor Day Event: 4 Board Members, 6 Staff members, @ 1 Hours each = 10 Hours Total – Counts for KTB and Tree City USA

Dec 2: KKB work day, 0/1 board members/volunteers, 4 hr Total

Dec 8: Regular Board Meeting – Cancelled due to COVID19

Dec 9: KKB work day, 1/3 board members/volunteers, 8 hr Total

Hours gardening and planting trees – 252

Hours attending training and hosting educational events – 23

Hours promoting KKB – 0

Hours doing cleanup related activities – 10.5

Total hours not including meetings – 285.5

Keep Kennedale Beautiful			
Expenditures 2020			
Operating Income			
Carry over from last year	\$9,535.41		Account number
City	\$5,000.00	2/1/2020	4126080000
Total	\$14,535.41		
Item	Budgeted Expenses	KKB Expenditure	Expense Description
General Office/Marketing/Travel/Supplies:			
Annual KTB Affiliate Fee	\$ 175.00	\$175.00	
Give-Aways (Pens, buttons, Patches, etc)	\$ -		
Adopt a Spot Signs	\$ 255.00	\$185.00	
T-Shirts	\$ 200.00		
Annual Windshield Survey - January 2020			
Coffee and Donuts	\$ 55.00		Did not purchase coffee and donuts but used City bus to conduct the survey so City paid for that.
New Children's Butterfly Garden by Library			
Supplies: Compost, Mulch, plants, etc.	\$ 600.00		Not completed due to COVID
Coker rock moved to location	\$ 400.00	\$338.55	purchase straps to move rock
Butterfly Garden (weekly workdays)			
Supplies: Compost, Mulch, plants, etc.	\$ 800.00	\$376.35	plants and mulch for butterfly garden
Spring Kick Off Master Gardener Educational Event - April 2020			
Gifts for Speakers	\$ 50.00		Cancelled due to Pandemic
Don't Mess with Texas Clean-Up April 2020			
Banners	\$ 500.00		Cancelled due to Pandemic
Breakfast/Lunch/Drinks	\$ 175.00		
Supplies: Vests, gloves, nabbers, etc.	\$ 200.00		
Town Center Plaza plants and flowers - April 2020			
Replace pansies with petunias and plant	\$ 400.00		
October Bring It Event 2020			
Banners	\$ 300.00		Cancelled due to Pandemic
Breakfast/drinks	\$ 55.00		
Action Shred	\$ 600.00		
Crud Cruiser # Cars*50?	\$ -		
Electronics recycling	\$ -		# cars that brought items to recycle
Other Recycling - Vouchers for individuals	\$ -		# individual vouchers distributed?
Trunk or Treat (October 2020)			
Candy for the kids	\$ 55.00		Cancelled due to Pandemic
Arbor Day - November 20, 2020			
Supplies: Equipment, Banner, etc.	-		
Lunch and Drinks	-		
Tree Planted	\$ 450.00	\$106.88	Planted a replacement tree in median on Sublett near Little
Sign/Rock for Trees			
Simple Recycling 2020 Totals			
January		-\$20.32	2,032 pounds of material recycled
February		-\$8.77	877
March		\$0.00	1,403
April		\$0.00	0
May		\$0.00	1,762
June		\$0.00	879
July		\$0.00	1,256
August		\$0.00	2,354
September			75
October			1,846
November			692
December			
Estimated expenses	\$ 5,270.00		
Actual Expenses		\$1,152.69	

Date: February 9, 2021

Agenda Item No: REPORTS AND ANNOUNCEMENTS - C.

I. Subject:

Annual Windshield Survey

II. Originated by:

III. Summary:

Compiled the surveys completed by three board members

IV. Recommendation:

V. Attachments:

1.	Windshield Survey Results 2021	Windshield Survey Results 2021.xlsx
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Windshield Litter Survey 2021

	Shopping	Residential	School	Waterway	ROW
Area	Town Center around Chamber of Commerce	Crestdale	Junior High	Village Creek and Tributary	West end of Pkwy Village Creek to I20
Comments	Dumpsters not in screened enclosures, trashy looking, pallets stacked outside City Electric Supply	dumpster not screened on Crestview	Big pile of brush and wood back at maintenance area (same as last year), dumpsters not screened		McDonald's and Goodwill dumpsters overflowing

Assign a number 1-4 (see definitions for each number below)

Streets/access roads	2.0	2.7	3.3	1.0	2.0
Sidewalks/Paths	2.0	X	3.7	X	X
Entrances	3.0	3.3	3.7	1.0	2.0
Vacant Lots	2.5	X	2.7	1.3	2.0
Driveways	X	3.3	3.3	1.7	2.0
Parking lots	2.0	X	2.7	1.7	2.0
Yards	X	3.0	3.0	1.7	X
Alleys/Disposal areas	2.0	X	2.6	X	X
Loading Docks	Screened by gate	X	X	X	X
Picnic Areas	X	X	X	X	X
Playgrounds	X	X	X	X	X
Planted Areas	X	X	X	X	X

Checkmark condition of trash receptacles and dumpsters

Trash Receptacles		N/A		N/A	
Adequate	√		√		
Inadequate					
Covered					
Overflowing					√
Dumpsters					
Screened	√				
Visible	√		√		√
Clean					
Overflowing					√

Try to determine source of litter and assign a percentage - totals should add to 100 in each column

Source of Litter as a %					
Improper waste putouts/set-outs	8	8		17	17
Nearby Food Establishments	25			17	
Illegal Dumping	8		30		33
Motorists	17	59	33	8	25
Pedestrians	34	33	20	33	8
Uncovered vehicles				25	17
Other	8		17		

4 - Excellent - no litter or minimal litter

3 - Good - small amount of litter that could be collected by one person

2 - Fair - litter that would require an organized clean up

1 - Poor - heavy litter that would require heavy equipment or a large scale clean up for the area

Windshield Litter Survey 2021

	Railroad	Park	Streets	Business	Other
Area	North Rd Dick Price to Averett	Sonora	Sublett, Kennedale Pkwy to Little School	Tower Drive	E Kennedale Pkwy 900-1200 blk
Comments		Looked Great	Peach Tree Ditch is horrible as usual	690 tower dumpster sitting in drive (city code)	
Assign a number 1-4 (see definitions for each number below)					
Streets/access roads	2.3	4.0	3.0	4.0	2.7
Sidewalks/Paths	X	4.0	X	X	2.0
Entrances	2.3	4.0	2.7	4.0	2.3
Vacant Lots	2.3	X	3.0	4.0	3.0
Driveways	3.0	X	3.0	4.0	3.3
Parking lots	2.3	4.0	X	4.0	3.0
Yards	X	X	X	X	X
Alleys/Disposal areas	X	X	X	3.7	2.7
Loading Docks	X	X	X	4.0	X
Picnic Areas	X	4.0	X	X	X
Playgrounds	X	4.0	X	X	X
Planted Areas	X	X	X	X	X
Checkmark condition of trash receptacles and dumpsters					
Trash Receptacles	N/A		N/A	N/A	N/A
Adequate		√			
Inadequate					
Covered					
Overflowing					
Dumpsters					
Screened		√			
Visible					
Clean					
Overflowing					
Try to determine source of litter and assign a percentage - totals should add to 100 in each column					
Source of Litter as a %					
Improper waste putouts/set-outs			8		
Nearby Food Establishments					3
Illegal Dumping					
Motorists	50		58	83	47
Pedestrians	50	100	34	17	33
Uncovered vehicles					17
Other					

4 - Excellent - no litter or minimal litter

3 - Good - small amount of litter that could be collected by one person

2 - Fair - litter that would require an organized clean up

1 - Poor - heavy litter that would require heavy equipment or a large scale clean up for the area



STAFF REPORT TO THE COMMISSIONERS

Date: February 9, 2021

Agenda Item No: DECISION ITEMS - A.

I. Subject:

Elect Chair and Vice Chair

II. Originated by:

III. Summary:

Elect Chair and Vice Chair

IV. Recommendation:

V. Attachments:

Date: February 9, 2021

Agenda Item No: DECISION ITEMS - B.

I. Subject:

Select Tentative Dates for 2021 activities

II. Originated by:

III. Summary:

Select Tentative Dates for 2021 Activities.

Need to send three date options for Bring It Event to Fort Worth for Crud Cruiser scheduling if we are going to try to have the event this year. Scheduling started at the beginning of January.

IV. Recommendation:

V. Attachments:

1.	KKB 2021 Calendar	KKB 2021 Calendar.docx
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Event Calendar



Date	Event
2021	KKB Calendar of Events
January:	Windshield Survey: 3 Board Members @ 1.5 Hours each, 1 Staff member @ 2.5 Hours = 7 Hours Total – Completed individually and compiled by Staff.
Jan 12:	Regular Board Meeting - Cancelled Due to COVID19
Feb 9:	Regular Board Meeting – Meeting held via video conference call.
Mar 9:	Regular Board Meeting
Apr 13:	Regular Board Meeting
Apr ??:	Don't Mess with Texas Clean-up/City wide cleanup: ?? Board Members, ? Staff members @ ? Hours each = ?? Hours Total
Apr ??:	Rain Check Day for Don't Mess with Texas Clean-up/City wide cleanup: ?? Board Members, ? Staff members @ ? Hours each = ?? Hours Total
May 11:	Regular Board Meeting
M??:	Master Gardener educational event: ? Board Members, ? Staff members, Youth attending ?, Total attending ?? @ ? Hour each = ?? Hours Total – Do we want to try to have this event and if so when?
May ??:	Kid Fish/Bark in the Park - promote KKB programs -Adopt a spot, simple recycle, free KTB 2020 calendars, ? board member, ? hr x ? = ? hour total – Event will probably be in May if held
Jun 8:	Regular Board Meeting and Tree Board Meeting
Jul 13:	Regular Board Meeting
Aug 10:	Regular Board Meeting
Sep 14:	Regular Board Meeting
Oct 12:	Regular Board Meeting
Oct ??:	Bring It Event: ?? Board Members and volunteers, ? Staff members, Youth attending ?, Total attending ?? @ ? Hour each = ?? Hours Total -
Nov 6:	Arbor Day Event: ? Board Members, ? Staff members, ? volunteers @ ? Hours each = ?? Hours Total – <u>Counts for KTB and Tree City USA</u>

Event Calendar

Date	Event
Nov 9:	Regular Board Meeting and Tree Board Meeting? OR Tree Care Educational event?: ? Board Members, ? Staff members, Youth attending ?, Total attending ?? @ ? Hour each = ?? Hours Total - Do we want to try to have this event and if so when?
Dec 14:	Regular Board Meeting

Date: February 9, 2021

Agenda Item No: DECISION ITEMS - C.

I. Subject:

Consider participation in Mayor's Monarch Pledge program

II. Originated by:

III. Summary:

The Mayor would like to reanimate the Mayor's Monarch Pledge program. There have been some recent updates to the program and they are seeking participants. Does the board wish to participate in this program in 2021?

IV. Recommendation:

V. Attachments:

1.	MMP Sample Survey	MMP Sample Survey.pdf
2.	Mayors' Monarch Pledge Program Change FAQ	Mayors' Monarch Pledge Program Change FAQ.pdf



**MAYORS
MONARCH
PLEDGE**

Mayors' Monarch Pledge Survey

Open Pledge Period: December 1 – March 31

Thanks for your interest in taking the National Wildlife Federation Mayors' Monarch Pledge this year. Only mayors and heads of local and tribal government (or their staff designees) may fill out this pledge form. Please note: the survey will not save and will need to be completed in one sitting.

Information from this form will be used to create a public community profile page to showcase your mayor's progress and efforts in the program.

Please be sure to read the pledge language and FAQ before taking the pledge. If you have any questions, you can email us at mayorsmonarchpledge@nwf.org.

Mayor's Basic Information

If you are not a "mayor," or the head of local or tribal government, please enter your name and appropriate title here.

Title

First Name

Last Name

Email Address

Community Name

*If your community doesn't have an official name, consider using the following formats:
Town of Herndon, City of Fairfax, etc.*

City

State

Mayor's Mailing Address

Address Line 1

Address Line 2

City

State

Zip Code

Staff Point of Contact Information

Please provide your professional title in the space below.

Please note that the Staff Point of Contact you entered below will be the default user for your community profile. Please make sure you enter a valid email address.

Title

First Name

Last Name

Email

Note: This email address is your log in account.

Phone Number

Pledge Summary

Please type a description of your community, your community's efforts and/or interest in committing to monarch and pollinator conservation. This information will populate on your community's profile page, but can be updated and edited after this survey is submitted. See below for a sample description.

Example Description: Exampleville is a city in central Virginia with a population of roughly 50,000. The city is nestled in the Green Ridge Mountains and is home to the beautiful Exampleville Regional Park and many community gardens. Mayor Smith of Exampleville, VA has committed to saving the monarch butterfly and other pollinators with their signing of the Mayors' Monarch Pledge and looks forward to engaging residents in building more pollinator habitat throughout the city.

Action Item Selections

Each year, you must commit to at least 3 Action Items from this list which you will report on at the end of the year. At least 1 action must be taken from the “Program & Demonstration Gardens” section.

Communications and Convening

- ☐ Issue a Proclamation to raise awareness about the decline of the monarch butterfly and the species’ need for habitat.

Example Activities:

1. *Issue a Monarch Day Pledge*
2. *Incorporate monarchs into your Earth Day, Pollinator Week or other proclamation*

- ☐ Launch or maintain a public communication effort to encourage residents to plant monarch gardens at their homes or in their neighborhoods. (If you have community members who speak a language other than English, we encourage you to also communicate in that language; Champion Pledges must communicate in that language.)
- ☐ Engage with community garden groups and urge them to plant native milkweeds and nectar-producing plants.
- ☐ Engage with city parks and recreation, public works, sustainability, and other relevant staff to identify opportunities to revise and maintain mowing programs and milkweed / native nectar plant planting programs.
- ☐ Engage with gardening leaders and partners (e.g., Master Naturalists, Master Gardeners, Nature Centers, Native Plant Society Chapters) to support monarch butterfly conservation.

Example Activities:

1. *Develop community gardens with local gardening leaders*
 2. *Host programming and other activities with Nature Centers*
 3. *Coordinate and collaborate with local gardening groups at schools, colleges, and universities*
- ☐ Engage with Homeowners Associations (HOAs), Community Associations or neighborhood organizations to identify opportunities to plant monarch gardens and revise maintenance and mowing programs.
 - ☐ Engage with developers, planners, and landscape architects to identify opportunities to create monarch habitat.

- ☐ Create a community-driven educational conservation strategy that focuses on and benefits local, underserved residents.

Example Activities:

1. *Conduct outreach and support habitat / green space improvements in underserved communities.*
2. *Develop brochures in different languages*

- ☐ Create a community art project to enhance and promote monarch and pollinator conservation as well as cultural awareness and recognition.

Example Activities:

1. *Host photo contests*
2. *Commission murals*
3. *Create and show films and documentaries*
4. *Support public art installations*
5. *Collaborate with local artists, including school, college, and university art departments to create community-wide art*

Program and Demonstration Gardens

- ☐ Host or support a native seed or plant sale, giveaway or swap.
- ☐ Facilitate or support a milkweed seed collection and propagation effort.
- ☐ Plant or maintain a monarch and pollinator-friendly demonstration garden at City Hall or another prominent community location.
- ☐ Convert abandoned lots to monarch habitat.
- ☐ Plant milkweed and pollinator-friendly native nectar plants in medians and public rights-of-way.
- ☐ Launch or maintain an outdoor education program in school gardens that builds awareness and creates habitat by engaging students, teachers, and the community in planting native milkweed and pollinator-friendly native nectar plants (i.e., National Wildlife Federation's Eco-Schools USA Schoolyard Habitats program and Monarch Mission curriculum).

Example Activities:

1. [Eco-Schools USA Schoolyard Habitats](#)
2. [PK-12 Monarch Mission Curriculum](#) (English and Spanish)
3. [National Wildlife Federation Campus Pollinator Pledge](#)

- ☐ Earn or maintain recognition for being a wildlife-friendly city by participating in other wildlife and habitat conservation efforts (i.e., National Wildlife Federation's Community Wildlife Habitat program).

Example Activities:

1. Join the [Community Wildlife Habitat](#)

- ☐ Host or support a monarch neighborhood challenge to engage neighborhoods and homeowners' associations within the community to increase awareness and/or create habitat for the monarch butterfly.

Example Activities:

1. Host photo challenges
2. Create property certification challenges
3. Collaborate with schools, universities, and colleges to host joint awareness and habitat creation challenges

- ☐ Initiate or support community science (or citizen science) efforts that help monitor monarch migration and health.

Example Activities:

1. [Citizen Science Opportunities](#) (Monarch Joint Venture)
2. NWF's Monarch Stewards Program Certification
3. Engage with local colleges and universities science departments to host community-wide opportunities

- ☐ Add or maintain native milkweed and nectar producing plants in public community gardens.

- ☐ Launch, expand, or continue an invasive species removal program that will support the re-establishment of native habitats for monarch butterflies and other pollinators.

- ☐ Host or support a city monarch butterfly festival to promote monarch and pollinator conservation, as well as cultural awareness and recognition

- ☐ Display educational signage at monarch gardens and pollinator habitat beyond monarch demonstration gardens.

Example Activities:

1. [Neighborhood Garden Signs \(Victory Garden of Tomorrow\)](#)
2. Create plant labels or interpretive language for community gardens, parks, prairie habitat, rights-of-way, etc.

Systems Change

Please select the actions that you will begin to work on this year, are in progress, or have already been completed.

- ☐ Remove milkweed from the list of noxious plants in city weed / landscaping ordinances (if applicable).
- ☐ Change weed or mowing ordinances to allow for native prairie and plant habitats.
- ☐ Increase the percentage of native plants, shrubs and trees that must be used in city landscaping ordinances and encourage use of milkweed, where appropriate.
- ☐ Direct city property managers to consider the use of native milkweed and nectar plants at city properties, where appropriate.
- ☐ Integrate monarch butterfly conservation into the city's Park Master Plan, Sustainability Plan, Climate Resiliency Plan or other city plans.
- ☐ Change ordinances so pesticide, herbicide, insecticide or other chemicals used in the community are not harmful to pollinators.

Example Activities:

1. *Work with local school districts to eliminate or minimize the use of pesticides, herbicides, and insecticides on school properties*
 2. *Adopt Integrated Pest Management (IPM) practices*
- ☐ Adopt ordinances that support reducing light pollution.
 - ☐ California Specific: Pass a resolution to protect over-wintering monarch butterfly habitat on public and private lands.

Questions or Comments

Do you have any questions or comments?



**MAYORS
MONARCH
PLEDGE**

Mayors' Monarch Pledge Program Update 2021

Frequently Asked Questions

1. How will this change impact reporting this year (2020)?

As a reminder, reporting requirements have been relaxed to accommodate communities' continuing response to COVID-19. For those able and willing to report, the reporting deadline for this year will be **December 31, 2020**. A reporting survey link will be shared out on December 4, 2020.

2. How does this impact my current level in the program (i.e., Signatory, Leadership Circle, Monarch Champion)?

Moving forward, all communities must re-commit *and complete* 3 actions to be a Signatory, 8 actions to be Leadership Circle, and 24 or more actions to be a Monarch Champion each year. If your community has reached either Leadership Circle or Monarch Champion level in the past, this will be shown as historical data on our map on the signatories' webpage. You may also wish to add this accomplishment to your community profile under your pledge summary.

3. Will I have to pledge each year to remain in the program?

Yes. A mayor must both pledge and commit to action items before March 31 every year to remain in the program.

4. Will I have to select new action items each year?

Yes. Each pledge will have to commit to a minimum of 3 action items each year to stay active in the program. You may select new action items each year, or you may continue to re-commit to the same action items each year. You may also change the action items you've selected throughout the year.

5. How will I be able to manage my work on the new website?

Each staff member working on your team will be able to create a profile that allows them to edit and upload relevant documents. The primary staff point of contact will be able to use the new website to complete the annual pledge survey and reporting survey.

6. What determines my status as a pledge?

Community profiles will showcase the current status of the city in the program. Each community can either be labeled as complete, did not report, or active. “Complete” status signifies that the mayor has completed and reported on all the actions that they have committed to and would no longer like to participate in the program. A status of “Did Not Report” means the mayor has not completed reporting for the calendar year. “Active” communities are communities that are currently participating and/or completing actions and pledge annually.

7. Can I complete reporting early each year?

As long as yearly reports are submitted before the deadline, you may at any time submit your reporting survey. Our new reporting survey now only requires you to report on the actions you committed to, and your community will be able to access the reporting survey all year long to keep track of your work and document your progress.

8. How is your program adapting the actions to accommodate these program changes?

Our team has reviewed, revised, and refined the existing actions to adapt to an annual pledge and incorporate equity and justice principles where possible. Communities will be able to complete the same actions year after year, if they so choose. Additionally, several new actions have been identified and added to this list.

9. What information will be displayed on the community’s profile page? What information will be publicly available?

Communities will have the opportunity to add and share the following type of information on their profile pages:

- Mayor or local and/or tribal executive leader name
- Community name
- Action item commitments
- Reporting survey link (active all year long)

- Accomplishments (i.e., Signatory, Leadership Circle, Monarch Champion status based on previous year's reporting)
- Pledge date
- Pledge summary
- Past pledges in your community
- Photos
- Video
- Community links (e.g., news articles, policies, and other resources and documents)
- Social accounts for the pledgee or community
- Team management (team member information and accounts)

All information will be publicly available with the exception of team management, pledge date, reporting survey link, and certificates.



STAFF REPORT TO THE COMMISSIONERS

Date: February 9, 2021

Agenda Item No: DECISION ITEMS - D.

I. Subject:

Collaborative Project Opportunity

II. Originated by:

III. Summary:

Jeff Nevarez will present a project for consideration by the board.

Laurie Sanders has researched a company that will print butterfly pictures on glass that Kenneth took in the Butterfly Garden for around \$20 each. <https://fractureme.com/>

IV. Recommendation:

V. Attachments:



STAFF REPORT TO THE COMMISSIONERS

Date: February 9, 2021

Agenda Item No: DECISION ITEMS - E.

I. Subject:

Trash Free Texas Litter Trouble Spot

II. Originated by:

III. Summary:

Laurie Sanders attended a Trash Free Texas webinar. She would like to see if the board wants to submit a Litter trouble spot to the Trash Free Texas website map for someone to adopt. Possibly North Rd or waterway spots.

IV. Recommendation:

V. Attachments: