



KEEP KENNEDALE BEAUTIFUL COMMISSION AGENDA
REGULAR MEETING | JUNE 13, 2023 AT 6:00 PM
CITY HALL CONFERENCE ROOM | 405 MUNICIPAL DRIVE, KENNEDALE, TX 76060

I. CALL TO ORDER

To address the Keep Kennedale Beautiful Commission regarding an agenda item, submit a 'Request to Speak' form before the meeting begins. Speakers are allotted three (3) minutes, must limit their comments to the subject indicated on the form, and should address the Keep Kennedale Beautiful Commission as a whole, rather than individual members or staff. Pursuant to Texas Government Code §551.071, the Keep Kennedale Beautiful Commission reserves the right to adjourn into Executive (Closed) Session at any time during the meeting to seek legal advice from the City Attorney on any item posted on the agenda.

A. ROLL CALL

II. WORK SESSION

A. WORK SESSION REPORTS

1. Review Adopt-a-spot Application.
2. Proposed dates for the Mayor's Monarch Pledge: September 9, 2023 (same day as bring it), September 16, 2023 (one week later), or August 5, 2023.
3. Review Budget Reports: January 1, 2020-December 31, 2022 and January 1, 2023 to April 30, 2023.
4. Tree City USA
5. Storage unit for KKB Town Center Items.
6. Wildflower prairie cost and location.
7. " Bring It " event planning.

B. DISCUSSION AND/OR REQUESTS FOR CLARIFICATION OF ITEMS LISTED ON THE AGENDA

III. REGULAR SESSION

A. REPORTS AND ANNOUNCEMENTS

In addition to any items below, the Keep Kennedale Beautiful Commission, the presiding officer, and/or staff may give or receive reports regarding items of community interest, including, but not limited to, recognition of officials, citizens, staff, or departments; information regarding holiday schedules; and upcoming or attended events.

1. Updates from Staff
2. Updates on KKB volunteer hours and activities.

B. VISITOR AND CITIZEN FORUM

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C. CONSENT AGENDA

These matters have appeared on previous agendas, require little or no deliberation, or are considered routine or ministerial tasks. If discussion is desired, items may be removed for separate consideration.

1. Approval of regular meeting minutes for April 11, 2023.
2. Approval of the regular meeting minutes for May 9, 2023.
3. Approval of Adopt-a-spot application for Cassi Smith and Darby

D. ITEMS FOR INDIVIDUAL CONSIDERATION

1. Consider the approval of a budget for the Mayor's Monarch Celebration.
2. Consider the approval of a budget for the KKB storage unit. **IV.**

ADJOURNMENT

CERTIFICATION

I DO HEREBY CERTIFY THAT THE JUNE 13, 2023 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.



LORI STEVENSON, SECRETARY

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MEETING DATE: JUNE 13, 2023

AGENDA ITEM NUMBER: WORK SESSION ITEM II.A.

SUBJECT
WORK SESSION REPORTS

ORIGINATED BY

SUMMARY

RECOMMENDATION

ATTACHMENTS



MEETING DATE: JUNE 13, 2023

AGENDA ITEM NUMBER: ITEM II.A.1.

SUBJECT

Review Adopt-a-spot Application.

ORIGINATED BY

SUMMARY

RECOMMENDATION

ATTACHMENTS



MEETING DATE: JUNE 13, 2023

AGENDA ITEM NUMBER: ITEM II.A.2.

SUBJECT

Proposed dates for the Mayor's Monarch Pledge : September 9, 2023 (same day as bring it), September 16, 2023 (one week later), or August 5, 2023.

ORIGINATED BY

SUMMARY

RECOMMENDATION

ATTACHMENTS



MEETING DATE: JUNE 13, 2023

AGENDA ITEM NUMBER: ITEM II.A.3.

SUBJECT

Review Budget Reports : January 1, 2020-December 31, 2022 and January 1, 2023 to April 30, 2023.

ORIGINATED BY

SUMMARY

RECOMMENDATION

ATTACHMENTS



MEETING DATE: JUNE 13, 2023

AGENDA ITEM NUMBER: ITEM II.A.4.

SUBJECT

Tree City USA

ORIGINATED BY

SUMMARY

RECOMMENDATION

ATTACHMENTS



MEETING DATE: JUNE 13, 2023

AGENDA ITEM NUMBER: ITEM II.A.5.

SUBJECT

Storage unit for KKB Town Center Items.

ORIGINATED BY

SUMMARY

RECOMMENDATION

ATTACHMENTS



MEETING DATE: JUNE 13, 2023

AGENDA ITEM NUMBER: ITEM II.A.6.

SUBJECT

Wildflower prairie cost and location.

ORIGINATED BY

SUMMARY

RECOMMENDATION

ATTACHMENTS



MEETING DATE: JUNE 13, 2023

AGENDA ITEM NUMBER: ITEM II.A.7.

SUBJECT

" Bring It " event planning.

ORIGINATED BY

SUMMARY

RECOMMENDATION

ATTACHMENTS



MEETING DATE: JUNE 13, 2023

AGENDA ITEM NUMBER: WORK SESSION ITEM II.B.

SUBJECT

DISCUSSION AND/OR REQUESTS FOR CLARIFICATION OF ITEMS LISTED ON THE AGENDA

ORIGINATED BY

SUMMARY

RECOMMENDATION

ATTACHMENTS



MEETING DATE: JUNE 13, 2023

AGENDA ITEM NUMBER: REPORTS AND ANNOUNCEMENTS ITEM III.A.

SUBJECT

REPORTS AND ANNOUNCEMENTS

In addition to any items below, the Keep Kennedale Beautiful Commission, the presiding officer, and/or staff may give or receive reports regarding items of community interest, including, but not limited to, recognition of officials, citizens, staff, or departments; information regarding holiday schedules; and upcoming or attended events.

ORIGINATED BY

SUMMARY

RECOMMENDATION

ATTACHMENTS



MEETING DATE: JUNE 13, 2023

AGENDA ITEM NUMBER: REPORTS AND ANNOUNCEMENTS ITEM III.A.1.

SUBJECT

Updates from Staff

ORIGINATED BY

SUMMARY

RECOMMENDATION

ATTACHMENTS



MEETING DATE: JUNE 13, 2023

AGENDA ITEM NUMBER: ITEM III.A.2.

SUBJECT

Updates on KKB volunteer hours and activities.

ORIGINATED BY

SUMMARY

RECOMMENDATION

ATTACHMENTS



MEETING DATE: JUNE 13, 2023

AGENDA ITEM NUMBER: REGULAR SESSION ITEM III.B.

SUBJECT

VISITOR AND CITIZEN FORUM

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ORIGINATED BY

SUMMARY

RECOMMENDATION

ATTACHMENTS



MEETING DATE: JUNE 13, 2023

AGENDA ITEM NUMBER: CONSENT AGENDA ITEM III.C.

SUBJECT

CONSENT AGENDA

These matters have appeared on previous agendas, require little or no deliberation, or are considered routine or ministerial tasks. If discussion is desired, items may be removed for separate consideration.

ORIGINATED BY

SUMMARY

RECOMMENDATION

ATTACHMENTS

MEETING DATE: JUNE 13, 2023

AGENDA ITEM NUMBER: ITEM III.C.1.

SUBJECT

Approval of regular meeting minutes for April 11, 2023.

ORIGINATED BY

SUMMARY

RECOMMENDATION

ATTACHMENTS

1.	KKB April 11, 2023 Minutes Unapproved	KKB April 11, 2023 Minutes Unapproved.docx
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KEEP KENNEDALE BEAUTIFUL COMMISSION MINUTES

REGULAR MEETING | APRIL 11, 2023 AT 6:00 PM

CITY CONFERENCE ROOM | 405 MUNICIPAL DRIVE, KENNEDALE, TX 76060

I. CALL TO ORDER

To address the Keep Kennedale Beautiful Commission regarding an agenda item, submit a 'Request to Speak' form before the meeting begins. Speakers are allotted three (3) minutes, must limit their comments to the subject indicated on the form, and should address the Keep Kennedale Beautiful Commission as a whole, rather than individual members or staff. Pursuant to Texas Government Code §551.071, the Keep Kennedale Beautiful Commission reserves the right to adjourn into Executive (Closed) Session at any time during the meeting to seek legal advice from the City Attorney on any item posted on the agenda.

A. ROLL CALL

1. Present: Place 2 Linda Miller, Place 3 Keith Courtney, Place 4 Laurie Sanders, Place 5 Kim Courtney, City staff; Kristian Sugrim and Lori Stevenson

Absent: Place 1 Wilda Turner

- B. Kim called the meeting to order at 6:00 pm

II. WORK SESSION

A. WORK SESSION REPORTS

1. Texas Trash Off/Don't Mess with Texas, April 15, 2023.

The KKB Texas Trash off event will be on Saturday April 15, 2023. Volunteers will meet at 9:00 am in Town Center Park. The Public Works department will be there to distribute bottles of water to all the volunteers.

2. Adopt-a-Spot Updates

Brad Horton chose the area near Public Works for his adopt-a-spot location because it is safer for his children. Kim thanked Public Works for putting up the KKB Commissioner sign for their Adopt-a-Spot located at the City Entrance sign on N. Little School Rd.

3. Mayor's Monarch Pledge.

The Mayor's Monarch Pledge is up and running, you can go to the [nwf.org/](https://www.nwf.org/) National Wild Life Federation and see it.

Kim will email the Mayor to issue her own proclamation. Laurie stated the secretary would print the proclamation and have the Mayor sign it. Kim will email Raeanne and the Mayor to remind them about the proclamation.

4. Budget Report

KKB will request a current budget report from the finance department next month.

5. Volunteer Hours and Activities

Volunteer 108 hours in March. Kim did two webinars; the native and pollinator of North Texas was under the Tarrant County Master Gardener presentation and the monarch preservation habitat was from T.R.W.D.

6. New Business

Kim bought some new Silver Dragons to replace the ones that died in the circle. Stegall's nursery will be closing in a month and KKB needs an alternate place to purchase plants, because Site One does not have the bedding plants that Kim wants. Kim wanted to revisit the option of having more business to shop. The City Manager wants vendors from within the City. Kim asked about advertising Bring It on the water bill. The finance director will be the contact for any information going onto the water bill. KKB would like to purchase new gardening tools, ant killers and fertilizer. Kim will provide a list of Items needed.

B. DISCUSSION AND/OR REQUESTS FOR CLARIFICATION OF ITEMS LISTED ON THE AGENDA

III. REGULAR SESSION

A. REPORTS AND ANNOUNCEMENTS

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1. Updates from Staff

No staff updates at this time. Kim asked about sprinkler settings. Kim will put in a work order request of the days and times needed for watering. KKB will start out at 60 % of what they did last summer and adjust as needed.

B. CONSENT AGENDA

These matters have appeared on previous agendas, require little or no deliberation, or are considered routine or ministerial tasks. If discussion is desired, items may be removed for separate consideration.

1. Approval of minutes from the March 14, 2023 meeting.
2. Approval of the minutes from February 8, 2023 meeting.

3. Approval of the minutes from January 10, 2023 meeting.

Laurie made the motion to approve all the minutes January 10, 2023, February 8, 2023 and March 14, 2023; Keith 2nd, motion carried.

C. ITEMS FOR INDIVIDUAL CONSIDERATION

1. Discuss and approval of the Adopt-a-Spot sign placement for Brad Horton and KKB Commission.

Kim made a motion to approve Brad Horton and the KKB Commission's placement of signs; Keith 2nd, motion carried.

2. Discussion and consideration about being a vendor at the Bark in the Park event on May 20, 2023 from 9am - 12pm.

Kid Fish/ Bark in the Park are two separate events that happen on the same day. Kid Fish is from 8 am to 12 noon. Bark in the Park is from 9 am to 12 noon. Kim spoke with Silva from the Police Department. All vendors must be dog-related. Laurie suggested KKB purchase doggie bags to hand out. Kim will look into the cost of printed doggie bags.

No decision made at this time will table until May meeting.

IV. ADJOURNMENT

A. Linda made a motion to adjourn the meeting; Laurie 2nd; motion carried. Meeting adjourned at 6:28 pm.

CERTIFICATION

I DO HEREBY CERTIFY THAT THE APRIL 11, 2023 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 GOVERNMENTCODE.

LAURIE SANDER, SECRETARY

KIM COURTNEY, CHAIR

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MEETING DATE: JUNE 13, 2023

AGENDA ITEM NUMBER: ITEM III.C.2.

SUBJECT

Approval of the regular meeting minutes for May 9, 2023.

ORIGINATED BY

SUMMARY

RECOMMENDATION

ATTACHMENTS

1.	KKB May 9, 2023 Meeting Minutes Unapproved	KKB May 9, 2023 Meeting Minutes Unapproved.docx
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KEEP KENNEDALE BEAUTIFUL COMMISSION MINUTES

REGULAR MEETING | MAY 9, 2023 AT 6:00 PM

CONFERENCE ROOM | 405 MUNICIPAL DRIVE, KENNEDALE, TX 76060

I. CALL TO ORDER

Kim called the meeting to order at 6:00 pm.

A. ROLL CALL

Present: Keith Courtney, Laurie Sanders, Kim Courtney, Kristian Sugrim and Lori Stevenson.

Absent: Wilda Turner and Linda Miller.

II. WORK SESSION

A. WORK SESSION REPORTS

1. Texas Trash off

Texas Trash off what went right and what went wrong, what can we do better next time. Laurie stated everything she did turned out great.

2. Adopt-a-Spot updates

There are no new Adopt-a-spot applicants currently. The Brad Horton spot was approved last month. We need to fix the Emerald Hill sign as soon as possible. We need to plant potato vine around the entrance sign and the electrician should be out soon to fix the lights.

3. Mayor Monarch Pledge

The board wants to do small celebration in the butterfly garden for the Mayor's Monarch Pledge. Elizabeth Partridge from the City Library would like to be part of the celebration, and Kim feels that the Parks and Recreation Advisory Board should be involved as well. Kim suggested they invite the Mayor to the event, have a garden tour, seed giveaway and possible a butterfly tent. Kim ask the board to think about how much money they should spend on the Mayor's Monarch Pledge Celebration, and when do we want to have the celebration in August or September 2023.

4. Kid Fish May 20, 2023

Kid Fish/ Bark in the Park/ BBQ Cook Off will be on May 20, 2023.

Kim has researched the dog poop bags for KKB to giveaway at Bark in the Park.

KKB can purchase 60 rolls of bags for \$20.00 or 120 rolls of bags for \$40.00. The board will need to vote on how many rolls to purchase.

5. Budget report January 1, 2020 - December 31, 2022, Monthly report.

We have a copy of the budget up September 30, 2022. A current budget was not available currently. Kim stated she needed to speak with someone about a discrepancy of thousand dollars. Kim stated that between the dates of September 30, 2022 and October 21, 2022 the budget report shows a thousand-dollar difference with no expenditure, that the report shows no information at all and somehow the city has missed a deposit of a thousand dollars to KKB.

6. Tree City USA

The Tree City USA has approved our 2022 application. We must secure our 2023 application. Kim suggested the board look at tree ordinance. It would be an easy thing for the board to do. Kim stated the board would not actually have to do any updates, they would only have to suggest an update to the City and that would meet the responsibility of the Tree Board. What the City does with the suggestion does not matter.

B. DISCUSSION AND/OR REQUESTS FOR CLARIFICATION OF ITEMS LISTED ON THE AGENDA

III. REGULAR SESSION

A. REPORTS AND ANNOUNCEMENTS

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1. KKB Updates: Volunteer hours and activities

KKB had 175 hours for the month of April 2023. Kim, Keith and Laurie did the gardening for pollinator for four- and one-half hours. Kim and Keith did the herbicides and pollinator for two hours. The Board also did a Texas Trash Off event followed by a garden tour.

2. Updates from staff

No updates from staff currently. Kim asked Kristian about the garden tool shed in the park. Kim wants the Public Works Department to pay for the shed out of their budget, instead of using KKB budget. Keith brought up the point that KKB has plenty of money to purchase the tool shed and then it would be for KKB tools and supplies only, where otherwise the City will be putting their tools in there as well. Keith explained that if the shed was just for KKB then there would be enough room for not only tools but also for the KKB banners, mulch, and all their event supplies. Kristian stated he would investigate the different sizes and prices of tool sheds.

B. VISITOR AND CITIZEN FORUM

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IV. CONSENT AGENDA

- A. Consider the approval of the April 11, 2023 regular meeting minutes
Minutes were tabled for the next meeting due to minutes being posted before
correction had been made.

V. ITEMS FOR INDIVIDUAL CONSIDERATION

- A. Discuss and approval of being a vendor at Bark in the Park and a budget for the event.

Laurie made the motion for KKB to be a vendor at Bark in the Park and to hand out 120 doggie poop bags at the cost of roughly \$40.00; **Keith 2nd; Motion carried.**

- B. Discuss and approval of a budget for the Mayor's Monarch Pledge event

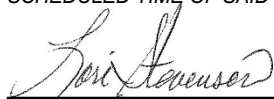
Laurie made the motion to do the Mayor's Monarch Celebration in the Month of August and to approve a budget for an undetermined amount until pricing on butterflies can be researched. The actual amount will be tabled until the next meeting. **Keith 2nd; Motion carried.**

- C. **VI. ADJOURNMENT**

Laurie made the motion for the meeting to be adjourned; **Keith 2nd; Motion carried.** The meeting adjourned at 6:28 pm.

CERTIFICATION

I DO HEREBY CERTIFY THAT THE MAY 9, 2023 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.



LORI STEVENSON, STAFF

KIM COURTNEY, CHAIR

LAURIE SANDERS, BOARD SECRETARY

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MEETING DATE: JUNE 13, 2023

AGENDA ITEM NUMBER: ITEM III.C.3.

SUBJECT

Approval of Adopt-a-spot application for Cassi Smith and Darby

ORIGINATED BY

SUMMARY

RECOMMENDATION

ATTACHMENTS



MEETING DATE: JUNE 13, 2023

AGENDA ITEM NUMBER: INDIVIDUAL CONSIDERATION ITEM III.D.

SUBJECT
ITEMS FOR INDIVIDUAL CONSIDERATION

ORIGINATED BY

SUMMARY

RECOMMENDATION

ATTACHMENTS



MEETING DATE: JUNE 13, 2023

AGENDA ITEM NUMBER: ITEM III.D.1.

SUBJECT

Consider the approval of a budget for the Mayor's Monarch Celebration.

ORIGINATED BY

SUMMARY

RECOMMENDATION

ATTACHMENTS



MEETING DATE: JUNE 13, 2023

AGENDA ITEM NUMBER: ITEM III.D.2.

SUBJECT

Consider the approval of a budget for the KKB storage unit.

ORIGINATED BY

SUMMARY

RECOMMENDATION

ATTACHMENTS