KEEP KENNEDALE BEAUTIFUL

KEEP KENNEDALE BEAUTIFUL COMMISSION AGENDA

REGULAR MEETING | APRIL 9, 2024 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. Adopt-a-Spot
2. Great American Cleanup
3. Bring It 2024

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. KKB Updates

B. VISITOR AND CITIZEN FORUM

At this time, any person may address the Keep Kennedale Beautiful Commission about items not on the agenda. Rules and procedures for addressing the Keep Kennedale Beautiful Commission are included under "I. CALL TO ORDER". Neither formal action nor discussion may occur at this time. Those wishing, instead, to speak on an agenda item should indicate their desire to speak as the Keep Kennedale Beautiful Commission considers that item.

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 the minutes from the March 12, 2024, Regular or Special Meeting
2. Adopt-a-Spot Application

D. ITEMS FOR INDIVIDUAL CONSIDERATION

IV. ADJOURNMENT

CERTIFICATION

I DO HEREBY CERTIFY THAT THE APRIL 9, 2024 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

LORI STEVENSON, 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.

KEEP KENNEDALE BEAUTIFUL

KEEP KENNEDALE BEAUTIFUL COMMISSION MINUTES

REGULAR MEETING | MARCH 12, 2024 AT 6:00 PM

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

I. CALL TO ORDER

Chair Kim Courtney called the meeting to order at 6:03 pm.

A. ROLL CALL

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

II. WORK SESSION

A. WORK SESSION REPORTS

1. Discuss the Adopt-A-Spot application

   Latonya Reed Adopt-a-Spot application location will be all of North Rd from Dick Price Rd to Averett Rd.

2. Discuss KKB Annual Reporting

   The KKB has been recognized as a Gold Star affiliate for 2023 by Keep Texas Beautiful.

3. Discuss the Mayor's Monarch Pledge.

   The Mayor's Monarch Pledge is to increase the awareness of the habitat for the Monarch butterfly and other pollinators.

4. Discuss the windshield survey results.

   The Windshield survey is to assess the amount of trash and problem areas in the city.

5. Discuss the 2023 KKB annual overview.

The KKB 2023 annual review includes the Bring it event, Butterfly Party,

Great American Clean up, Fall Sweep, Windshield survey, Adopt-a-spot, Trunk or Treat, Bark in the Park and the maintenance of the Butterfly garden and a couple of flower bed in the park.

6. Discuss the 2024 Bring It event.

KKB would like to do the "Bring It" every year.

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

No staff updates at this time.

2. KKB reports and updates.

Kim introduced and welcomed the new board members Colby and Amy Cowan. The Adopt-a-Spot participants collected 23 bags of trash during the Fall Sweep. The Great American Cleanup will be the Second Saturday in April 2024.

B. VISITOR AND CITIZEN FORUM

No visitors or citizen forum at this time.

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 the minutes from the October 10, 2023 Regular or Special Meeting

Laurie made a motion to approve the October 10, 2023 regular meeting minutes; Keith 2nd, Motion passed unanimously.

D. ITEMS FOR INDIVIDUAL CONSIDERATION

1. Make a motion to approve the Adopt-A-Spot application.

   Keith made a motion to approve the Adopt-a-Spot application and the North Rd locations; Laurie 2nd; Motion passed Unanimously.

IV. ADJOURNMENT

Keith made a motion to adjourn the meeting; Laurie 2nd; Motion passed unanimously. Meeting adjourned at 6:27 pm.

CERTIFICATION

I DO HEREBY CERTIFY THAT THE MARCH 12, 2024 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

LORI STEVENSON, SECRETARY

_____

KIM COURTNEY, CHAIR

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.

understand the dangers of working as a volunteer and accept that I/we may be subject to such dangers and that I/we assume all such risks by entering into this release and indemnification through volunteering. I assume full responsibility of my/our actions while volunteering in this program, holding KKB, its officers, Board members, the City and City officials harmless in the event of an injury.

I Agree	Sara Siegfried

(Section Break)

First Name	Sara
Last Name	Siegfried
Phone	6826677562
Email	saras@lbkroofing.com
Mailing Address	308 E Kennedale Pkwy
City	Kennedale
State	Texas
Zip	76060
Please enter the name that you want to appear on your site sign. It will appear EXACTLY as entered below.	LBK Roofing
How many people will be responsible for your spot?	7
What are the ages of the individuals in your group?	22-35 yrs, 36-55 yrs
I/We wish to adopt the following location:	*Field not completed.*

(Section Break)

Care Plan

Please tell us about your Adopt-a-Spot Care Plan
Please indicate which of the following activities you will be performing, and how often you intend to perform them.

Trash Pickup?	Yes
How often do you plan on picking up trash?	Monthly

Weeding?	No
Other?	No

By entering my/our name(s) below and submitting this form, I/we agree to abide by the policies and regulations for the Adopt-a-Spot program. I/we acknowledge that I/we have (at my/our own free will), requested to be a volunteer for the KKB Adopt-a-Spot Program. I/we fully understand the dangers of working as a volunteer and accept that I/we may be subject to such dangers and that I/we assume all such risks by entering into this release and indemnification through volunteering. I assume full responsibility of my/our actions while volunteering in this program, holding KKB, its officers, Board members, the City and City officials harmless in the event of an injury.

I agree.	Sara Siegfried

What to expect after you submit this application...

- *The Keep Kennedale Beautiful Commission and Parks and Recreation Board will review your application*
- *If approved, you will be notified, and a sign will be placed at your designated location*
- *You will keep a yearly total of hours and pounds of trash collected, which you will report to the Keep Kennedale Beautiful Commission*

Thanks for your interest! We'll get back to you shortly. Please call 817-985-2170 if you have any questions or wish to check on the status of your application.

Email not displaying correctly? View it in your browser.

KKB Activity

Date	Description	Amount
10/21/2022	REIMBURSEMENT FOR COTTON BURR	28.03
10/31/2022	STEGALLS NURSERY	174.50
10/31/2022	WALMART	143.70
11/8/2022	ADOPT A SIGN - GARY SWAN REPLA	85.00
11/8/2022	ADOPT A SIGN - DR. MARIE DOUGL	85.00
11/8/2022	ADOPT A SIGN - #2 ROTARY CLUB	85.00
12/22/2022	MULCH, PVC PIPE, FLOWERS FOR P	185.00
12/22/2022	MULCH, PVC PIPE, FLOWERS FOR P	19.88
12/22/2022	MULCH, PVC PIPE, FLOWERS FOR P	26.94
1/20/2023	2023 ANNUAL AFFILIATE FEE	200.00
2/14/2023	ADOPT A SPOT SIGN FOR KKB	85.00
2/28/2023	ZTL*WEBLOOM	210.00
3/31/2023	ADOPT A SPOT SIGN - KKB COMMIS	85.00
3/31/2023	KKB BANNERS	60.00
4/27/2023	KKB LANTANA TO PLANT AT ENTRAN	151.20
4/27/2023	NANDINA DOMESTICA, PENNISETUM	183.00
4/27/2023	NANDINA DOMESTICA, COMPOST	360.48
5/5/2023	KKB	266.00
5/24/2023	Flowers for KKB	123.00
5/24/2023	Flowers - KKB	14.00
6/6/2023	Flowers KKB	72.00
6/6/2023	To rec April 2023 P-Card	119.20
6/6/2023	To rec April 2023 P-Card	5.36
7/13/2023	KKB Adopt-A-Sign	85.00
7/27/2023	To rec July 2023 P-Card	39.95
09/22/2023	SITEONE LANDSCAPE SUPPLY LLC	208.75
09/22/2023	ACTION SHRED OF TEXAS, LLC	550.00
09/22/2023	DFW RECLAIMERS, INC	30.00
09/22/2023	To Record Sept 2023 P-Card	38.12
09/22/2023	To Record Sept 2023 P-Card	3,989.00
09/22/2023	To Record Sept 2023 P-Card	242.99
09/22/2023	To Record Sept 2023 P-Card	97.68
9/30/2023	JPMORGANCHASE COMMERCIAL CARD	1,556.80
9/30/2023	CITY OF FORT WORTH	3,750.00
		13,355.58

Vendor
KIMBERLY COURTNEY

CENTERLINE SUPPLY
CENTERLINE SUPPLY
CENTERLINE SUPPLY
KIMBERLY COURTNEY
KIMBERLY COURTNEY
KIMBERLY COURTNEY
KEEP TEXAS BEAUTIFUL
CENTERLINE SUPPLY

CENTERLINE SUPPLY

SITEONE LANDSCAPE SUPPLY LLC
SITEONE LANDSCAPE SUPPLY LLC
SITEONE LANDSCAPE SUPPLY LLC
LAURA'S FLOWER COMPANY LLC
LAURA'S FLOWER COMPANY LLC
LAURA'S FLOWER COMPANY LLC
LAURA'S FLOWER COMPANY LLC

CENTERLINE SUPPLY

SITEONE LANDSCAPE SUPPLY LLC
ACTION SHRED OF TEXAS, LLC
DFW RECLAIMERS, INC

KKB Bring It Event

KKB Activity

Date	Description	Amount	Vendor
11/29/2021	P-Card Oct 2021	218.86	JP MorganChase Commerical Card
11/29/2021	P-Card Oct 2021	53.71	JP MorganChase Commerical Card
11/29/2021	P-Card Oct 2021	49.70	JP MorganChase Commerical Card
11/29/2021	P-Card Oct 2021	64.00	JP MorganChase Commerical Card
11/29/2021	P-Card Oct 2021	57.00	JP MorganChase Commerical Card
12/2/2021	Mobile Shredder for KKB	550.00	Action Shred of Texas, LLC
12/2/2021	KKB "Bring It" Event	50.00	DFW RECLAIMERS INC
12/28/2021	P-CARD NOV 2021	110.00	JP MorganChase Commerical Card
12/28/2021	P-CARD NOV 2021	19.50	JP MorganChase Commerical Card
12/28/2021	P-CARD NOV 2021	14.17	JP MorganChase Commerical Card
12/28/2021	P-CARD NOV 2021	603.00	JP MorganChase Commerical Card
12/28/2021	P-CARD NOV 2021	73.60	JP MorganChase Commerical Card
12/31/2021	Trash Bags for KKB	61.25	COUNTRY MAID SERVICES LLC
1/25/2022	P-CARD DEC 2021	23.94	JP MorganChase Commerical Card
1/25/2022	P-CARD DEC 2021	33.56	JP MorganChase Commerical Card
1/25/2022	P-CARD DEC 2021	9.99	JP MorganChase Commerical Card
3/24/2022	Adopt A Spot Signs	51	CENTERLINE SUPPLY
4/14/2022	AP Invoices	55.4	KKB Gardening Session with Ms.
4/29/2022	AP Invoices	175	P-CARD MAR 2022
5/31/2022	May PCard Allocation	42.5	KKB plants for Town Center
5/31/2022	May PCard Allocation	258.7	KKB mulch for beds Town Center
6/30/2022	June PCard Allocation	53	KKB flowers for beds
6/30/2022	June PCard Allocation	258.7	Mulch for KKB Flower Beds
9/30/2022	Reclass 2022 Activity	882.25	Reclass FY22 Activity
		3768.83	

Lori Stevenson

From: Kristian Sugrim
Sent: Thursday, March 28, 2024 9:28 AM
To: Kimberly Courtney
Cc: Lori Stevenson; Laurie Sanders; Stanford Rountree; Keith Courtney; Colby Cowan; AmyBCowan@yahoo.com
Subject: RE: Follow-up to March KKB meeting
Attachments: KKB Transactions FY 22 and FY23.xlsx

Hi Kim,

The Sublett signage, Middleton's Family, will be removed and re-installed upon construction completion by the City of Arlington. I'm so sorry for the late response, and hoped that I've addressed all your concerns/questions. Thanks.

KENNEDALE

Kristian Sugrim
DIRECTOR OF PUBLIC WORKS
ksugrim@cityofkennedale.com
O: 817.985.2170
C: 817.538.7375
150 N. Little School Road, Kennedale, TX 76060
www.CityofKennedale.com

CONFIDENTIALITY NOTICE: This electronic transmission and any documents, attachments, or other writing sent with it may contain information that is confidential, proprietary, and/or privileged. It is intended for the sole use of the intended recipient. Any disclosure, copying, distribution, or the taking of any action concerning the contents of this communication or any attachment(s) by anyone other than the intended recipients is strictly prohibited. If you have received this communication in error, please promptly notify the sender by reply email and destroy the original message and any documents, attachments, or other writings.

From: kim@courtney.net <kim@courtney.net>
Sent: Monday, March 18, 2024 7:00 PM
To: Kristian Sugrim <ksugrim@cityofkennedale.com>; Lori Stevenson <lstevenson@cityofkennedale.com>
Cc: Laurie Sanders <laurie208@att.net>; Keith Courtney <kcourt316@yahoo.com>; Colby Cowan <cjcolbyjack@yahoo.com>; Amy Cowan <AmyBCowan@yahoo.com>
Subject: Follow-up to March KKB meeting

CAUTION: **This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.**

Kristian,

These are my notes for following up from last week's meeting.
Let me know if you have anything I have forgotten or that I owe to you.

1. The placement of the new adopt -a-spot signs should be on each end of North Road.
   One, close to the intersection of North Road and Dick Price Road and the other close to the intersection of North Road and Averett/Broadway.
   I can send a photo of a map if you need more information. ***A workorder has been generated***

2. Bring it! as an Annual Event
   Please discuss with Darrell and determine what we can offer this year. It looks like there may be Crud Cruiser dates in October and November.
   Crud Cruiser, Action shred, electronic disposal, clothes , everything we did in 2023. We would like to address and add tire and mattress disposal. We will need to get a date on the calendar soon.

   "Bring It" is scheduled with the City of Fort Worth Environmental Collection Center for Saturday, September 7, 2024. Also, a discussion with the CM will ascertain funding

   For all additional vendors, please submit a listing to include contact name/ph.#s

3. Waste Connection donation – please check to see if this stipend has been continued.
   This is how we have paid for Bring it! in the past, traditionally these expenses were not journaled against the annual $5,000 budget of KKB.

   We believe this is incorrect. "Bring It" has always been paid for through the KKB fund. The City of Kennedale has never received a donation from Waste Connection. It's our understanding the past Human Resources Director, Kelly Cooper, had set up a contract with Simple Recycling to Pick up recycle items for the Citizens of Kennedale. Based on the agreement with Simple Recycling, 1 cent per pound of recycled items was returned to the City; which at the time, the City was allowing this money to go into the KKB fund. However, this contract no longer exits. In 2020 (COVID) Simple Recycling was contact by First Methodist Church in Kennedale. They promoted for the Citizens to bring all recyclable items to the Frist Methodist Church, and once the Church pick out what they wanted, then Simple Recycling would pick up directly from the Methodist Church.

4. Butterfly Garden Pathway installation,
   Please discuss with Darrell and let us know how quickly this can be completed.

   Based on a discussion with our CM, the existing pathway will be rehabilitated, very shortly. Similarly, a ramp will be installed to the KKB toolshed

5. Railroad Park rocks and asphalt piles at the corner of Averett/Broadway/North Road
   Please determine if the Railroad will get this cleaned up – or if this is something the Parks Department will need to do.
   This corner will be super difficult to mow until these items are removed.

   Based on a recent meeting with UPRR staff, the asphalt will be removed; however, the rocks stays. It's on UPRR easement, and are to be used for RR maintenance

6. Dumping at Railroad Park
   Large items have been dumped behind the trees again as well as larger scale trash left from the road construction crew.
   These trash items are too large for our new adopt a spot volunteers to pick up.

   The area referenced is not a City Park. You need to report all illegal dumping to the Kennedale Police Department or Code Enforcement.

A work order has been submitted, and placed in the queue.

7. Dumping in the Valley Lane Commercial Areas – as reported in the Windshield Survey what can be done about this? Photos (not very good) attached.

   All illegal dumping needs to be reported to the Kennedale Police Department. The third picture debris is on private property. You need to notify Code Enforcement.
   A work order has been submitted and placed on the queue.

Not part of the discussion from the meeting:

Irrigation System in Town Center. Has the water system been turned on? ***Not at this time, we've had extensive amounts of rainfall; it will remain off until needed***

9. Can we get a financial report for Fiscal Year 2023? I would like to have before next month's meeting if possible. Having the breakdown of what was spent where would be helpful. ***A financial transaction report is attached; however, in the future, please submit an open records request. This can be done online from the City's website: www.cityofkennedale.com***

Kimberly Courtney
817-798-5550