



**KEEP DUNCANVILLE BEAUTIFUL
REGULAR MEETING
Council Briefing Room
203 E. Wheatland Road
June 3, 2016
Minutes**

Board Members Present: Madeline Kelley-Schwoch (Chairperson), Bobby Cutler Hill (Vice-Chairperson), Frank Alegria, Lee Burton, Patti Clemmer, Barbara McComb, Lonnie McKnight, Mayor David Green, and Council Liaison Dr. Ron Dotson.

Board Members Absent: Emily Gwynn, Daniel Flores, Dotti Pennebaker, Joe Veracruz, and Dorothy Wolverton.

City Staff Present: Timothy Hamilton, Parks Superintendent and KDB Staff Liaison (SL), and Pam Willis, Recording Secretary (RS) were in attendance. Jessica Smith (SWE) was absent from the meeting.

Chairperson Kelley-Schwoch noted a quorum and called the meeting to order at 8:31 a.m.

1. Public Discussion Period:

No one was in attendance for public discussion.

2. Consider Approval of Minutes of the Regular Meeting held on May 6, 2016:

Chairperson Kelley-Schwoch asked if everyone had had time to read over the May 6, 2016 minutes. A motion was made by Vice-Chairperson Cutler-Hill to accept the minutes as written; a second was made by Board member Burton. A vote was taken with a unanimous approval of 7 For and 0 Opposed. Board members Gwynn, Flores, Pennebaker, Veracruz and Wolverton were absent from the vote.

3. Discuss and Vote on Meeting Schedule for Summer 2016:

Chairperson Kelley-Schwoch began the discussion regarding the meeting schedule for summer 2016. She introduced the request of not meeting in July and August noting that quorum was almost not met for the current meeting. She also wanted everyone to consider that this would be a nice break before getting into all of the projects for the fall. Vice-Chairperson Cutler-Hill made a motion in favor of not having meetings for the months of July and August; a second was made by Board member Burton. A vote was taken. Six (6) were in favor of the July and August meetings being cancelled and resumed in September; one (1) abstained from voting.

Chairperson Kelley-Schwoch reminded the Beautification Committee that the theme of the garden workshop was Monarch Butterflies and that this committee would prepare and organize the workshop. Dates for the workshop were discussed and a choice between Saturday, October

8th and October 15th. RS Willis said that she would check the availability of the D.L. Hopkins, Jr. Senior Center to see if it would be available for the either of those Saturdays for the garden workshop.

4. Nominate a Business Beautification Award Candidate for use in August 2016:

Because Board member Flores had not contacted anyone on the Board regarding his nominations for the Business Beautification Award and was also not in attendance at the meeting, the Board nominated the Duncanville Chamber of Commerce. A motion was made by Board member Clemmer; and seconded by Board member Burton. A vote was taken and with 7 approving and 0 opposing the Chamber of Commerce was chosen as the Business Beautification for the summer.

5. Reminder that all Fall 2016 Curb Appeal Nominations Are Due Via Email to RS Willis or SL Hamilton by August 5, 2016:

SL Hamilton reminded that all Board members responsible for curb appeal nominations needed to have them to RS Willis or himself through email to either one of them by Friday, August 5, 2016. RS Willis said that she would email everyone reminding them of the due date.

6. Finalize Details for the 2016 Keep Texas Waterways Clean Event to be held on June 11, 2016:

SL Hamilton told the Board that he would not be in town and therefore, not available to attend the June 11th event. He informed the Board that Park Manager, David Codispoti, would be helping in his place. He encouraged Board members to attend this event since it was also on the Board's project list. Several of the Board members requested that SL Hamilton email them digital copies of the 2016 Keep Texas Waterways Clean Event flyer; he said he would. Chairperson Kelley-Schwoch said that she was flexible and could attend as well as Vice-Chairperson Cutler-Hill and Board member Burton.

7. Receive Staff and Focus Area Committee Report/Updates:

- Partnership Committee: Had no report; however, the committee was trying to create a proposal for the school district to begin recycling and presenting that before school started.
- Litter/Recycling Committee: Nothing to report.
- Beautification Committee: Nothing to report.
- Volunteer Hours Tracking Sheet: RS Willis passed around the Volunteer Hours Tracking Sheet. Everyone was asked to fill in hours in the yellow highlighted area for May.
- SL Timothy Hamilton Staff Report:
SL Hamilton explained to the Board that he and Board member Gwynn would be attending the KTB conference in Sugar Land and the end of the month. They would report on the conference at the September meeting. He commented to the Board that the City crew would be redoing four (4) berms around the city with native butterfly plants. Please contact him if you would like to help.

Board member McComb and Vice-Chairperson Cutler-Hill made a motion for adjournment. The meeting was adjourned at 9:26 am.