



**Keep Duncanville Beautiful Board
Regular Meeting
Duncanville City Hall Briefing Room
203 E. Wheatland Road
Friday, May 5, 2017 @ 8:30 A.M.**

Item No. AGENDA

Explanation

1. Public discussion period.
2. Consider approval of minutes of the regular meeting held April 7, 2017.
3. Discuss success of Operation Clean Duncanville (OCD) held on April 8, 2017.
4. Discuss and finalize which board member will be attending the 50th Annual Keep Texas Beautiful Conference.
5. Discuss Summer 2017 Curb Appeal nominations.
6. Receive staff report/updates:
 - Volunteer Hours Tracking Sheet
 - SL Hamilton Staff Report

Agenda Posted Friday, April 28, 2017 by 5:00 P.M.

Pam Willis, Recording Secretary

Keep Duncanville Beautiful

2017 Event Calendar

| January 2017 | February 2017 | March 2017 |
|---|---|---|
| 02 New Year's Day (Closed) 06 KDB January Meeting KDB Business Beautification Award (BBA) – due to Board 14 Litter Survey @ 9 a.m. 16 MLK Observance (Closed) 17 BBA – City Council Approval | 03 KDB February Meeting *Spring Curb Appeal* Nominations due to Pam <hr/> *District 1 – Lee Burton *District 2 – Patti Clemmer *District 3 – Barbara McComb *District 4 – Joe Veracruz *District 5 – Lonnie McKnight *BBA – Daniel Flores | 07 Spring Curb Appeal City Council Recognition 10 KDB March Meeting 11 Annual Garden Workshop 25 Household Hazardous Waste |
| April 2017 | May 2017 | June 2017 |
| 07 KDB April Meeting May Business Beautification Award (BBA) – due to Board 08 Don't Mess with Texas Trash-off 14 Good Friday (Closed) 18 BBA – City Council Approval 22 Earth Day | 02 BBA – City Council Recognition 05 KDB May Meeting 05 *Summer Curb Appeal* Nominations due to Pam 29 Memorial Day (Closed/Monday) | 02 KDB June Meeting 06 Summer Curb Appeal City Council Recognition 10 Keep Texas Waterways Clean 12-14 KTB's 50th Annual Conference in San Antonio, Texas |
| July 2017 | August 2017 | September 2017 |
| 04 Independence Day (Closed) 07 August Business Beautification Award (BBA) – due to Board 18 BBA – City Council Approval | 01 BBA – City Council Recognition 04 *Fall Curb Appeal* Nominations due to Pam | 04 Labor Day (Closed) 08 KDB September Meeting 19 Fall Curb Appeal City Council Recognition |
| October 2017 | November 2017 | December 2017 |
| 03 National Night Out 06 KDB Annual Retreat November Business Beautification Nominations – due to Board 17 BBA – City Council Approval | 03 BBA – City Council Recognition 03 KDB November Meeting *Winter Curb Appeal* Nominations due to Pam 03 Arbor Day Participation 06 Toy/Coat Recycling Begin 23 Thanksgiving (Closed) 24 Friday After Thanksgiving | 01 KDB December Meeting 01 Duncanville Christmas Parade 05 Winter Curb Appeal City Council Recognition 08 Toy/Coat Recycling Last Pickup |

Month - Complete



**KEEP DUNCANVILLE BEAUTIFUL
REGULAR MEETING
Council Briefing Room
203 E. Wheatland Road
April 7, 2017
Minutes**

- Board Members Present: Frank Alegria, Daneshé Bethune, Lee Burton, Sylvia Clark, Patti Clemmer, Daniel Flores, Emily Gwynn, Chair Bobby Cutler Hill, Barbara McComb, Lonnie McKnight, Dotti Pennebaker, and Vice-Chair Joe Veracruz were present for the meeting.
- Board Members Absent: Cindy Copeland, Curtis Smith, and Dorothy Wolverton were absent from the meeting.
- City Staff Present: Timothy Hamilton, Parks Superintendent and KDB Staff Liaison (SL), Pam Willis, Recording Secretary (RS), and Jessica Smith (SWC) were city staff in attendance.

Chair Cutler-Hill noted a quorum and called the meeting to order at 8:32 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 March 10, 2017:

Chair Cutler Hill asked if everyone had had time to read over the March 10, 2017 minutes. A motion was made by Board member McComb to accept the minutes as written; a second was made by Vice-Chair Veracruz. A vote was taken with a unanimous approval of 10 for and 0 opposed. Board members Bethune and Pennebaker arrived after the vote had been taken. Board members Copeland, Smith, and Wolverton were absent from the vote.

3. Discuss Success of the 2017 Annual Garden Workshop held on March 11, 2017:

SL Hamilton announced that approximately 40 people attended. Even though the second speaker did not show, the first speaker helped out which was appreciated by the group. Board member Alegria commented that there needed to be more giveaways. He noted that he thought the spring was a better time to have the workshop and definitely get the whole senior center reserved to accommodate the attendance. He also acknowledged that this workshop also started the Duncanville Garden Club which had its

first meeting the Thursday night before and was attended by 25 people. He and other members that attended were very excited to get this club started. He also wanted to go ahead and pick a date for 2018 so work could begin for it. The Board gave Board member Alegria a big thank you for his efforts in making the Garden Workshop a huge success.

4. Discuss 2017 Household Hazardous Waste (HHW) Collection held on March 25, 2017:

SL Hamilton gave the floor to SWC Smith. SWC Smith told the board that she thought that event was successful. Approximately, 526 cars participated which was better than last year. She appreciated everyone's help that volunteered. She noted that she would possibly have better numbers to give the Board at the next meeting.

5. Discuss Operation Clean Duncanville (OCD) to be held on April 8, 2017:

SL Hamilton again gave the floor to SWC Smith. She asked for volunteers. The following board members volunteered: Chair Cutler-Hill, Clemmer and McComb. SL Hamilton interjected that he had been contacted by the DHS Swim Coach to have the swim team volunteer at this event. SWC Smith told everyone that breakfast was being served at 7:30 a.m. and lunch was being provided also. She gave a short list of other organizations that would be participating were: Goodwill Industries; Batteries and Bulbs; and also a paper shredder truck would be there. They will also be taking old electronics to be recycled.

6. Discuss which Board Member will be attending the 50th Annual Keep Texas Beautiful Conference:

SL Hamilton began discussion on the Keep America Beautiful Conference. He asked if there was any Board member that had not gone. He explained that the conference is being held on June 12-14, Monday through Wednesday, in San Antonio, Texas. It was noted that most of the Board had attended the one held in Fort Worth. It was suggested that possibly Cindy Copeland might be able to go even though she was not in attendance at the meeting.

7. Nominate May 2017 Business Beautification Award Recipient:

Board member Flores nominated the Red Bird Village Apartment Complex located at 803 Link Drive. SL Hamilton pulled up the location on the projector screen. Everyone in attendance agreed that the apartment complex should be nominated. SL Hamilton noted that he would check with Code Enforcement to make sure that they were free and clear.

8. Receive Staff Report/Updates:

- **Volunteer Hours Tracking Sheet:** RS Willis passed around the Volunteer Hours Tracking Sheet requesting Board members to list their volunteer hours for March. She encouraged Board members to be due diligent and fill in any empty blanks.
- **Staff Report:** SL Hamilton informed the Board that GCAA results were in and that

"Board did not place; however, the Board still had a score above 90. SL Hamilton explained that 1st place went to Copperas Cove; 2nd place went to Little Elm and 3rd place went to Burseson. He noted that the Board had to score 90 or above to keep their Sustained Excellence with Keep Texas Beautiful." He announced that the Parks Department in conjunction with Ready Refresh by Nestlé® were preparing to do a beautification project at City Hall with the replacement of the Red Tip Photinia bushes to a plant more accommodating.

Adjournment was made by Chair Cutler-Hill. The meeting was adjourned at 9:30 a.m.

| KDB Board Member and Volunteer Hours | | | | | | | | | | | | | |
|--------------------------------------|------------|-----------|-----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|------------|
| 2017 Calendar Year | | | | | | | | | | | | | |
| Month | JAN | FEB | MAR | APR | MAY | JUNE | JULY | AUG | SEPT | OCT | NOV | DEC | Totals |
| Alegria, Frank | 2 | 3 | 7 | | | | | | | | | | 12 |
| Bethune, Daneshé | 5 | 2 | 7 | | | | | | | | | | 14 |
| Burton, Lee | 3 | 4 | 8 | | | | | | | | | | 15 |
| Clark, Sylvia | 3.5 | 1 | 4 | | | | | | | | | | 8.5 |
| Clemmer, Patricia | 2 | 2 | 6 | | | | | | | | | | 10 |
| Copeland, Cindy | 1 | | | | | | | | | | | | 1 |
| Cutler-Hill, Bobby | 6 | 2 | 6 | | | | | | | | | | 14 |
| Flores, Daniel | | | 3 | | | | | | | | | | 3 |
| Gwynn, Emily | 9.5 | 4 | 10 | | | | | | | | | | 23.5 |
| McComb, Barbara | 5 | 7 | 7 | | | | | | | | | | 19 |
| McKnight, Lonnie | | 3 | 4 | | | | | | | | | | 7 |
| Pennebaker, Dotti | | | 4 | | | | | | | | | | 4 |
| Smith, Curtis | | | | | | | | | | | | | 0 |
| Veracruz, Joe | 12 | 6 | 6 | | | | | | | | | | 24 |
| Wolverton, Dorothy | 1 | | | | | | | | | | | | 1 |
| Recycle Man | | | | | | | | | | | | | 0 |
| Rudy the Reindeer | | | | | | | | | | | | | 0 |
| Other Volunteers | | | | | | | | | | | | | 0 |
| TOTAL 2017 | 50 | 34 | 72 | 0 | 156 |
| Grand Total - 2017 | 156 | | | | | | | | | | | | |